

Minutes of the Meeting of the Council held on Thursday 11th July 2013 in the Council Chamber, Clayport Street, Alnwick at 7pm.

Present: Cllrs B Grisdale (Mayor), P Allcroft, S Allcroft, P Broom, C Goodfellow, D Farrar, M Harrington, P Holt, J Humphries, G Mavin, S Mavin, S Patience, R Roberts, and A Symmonds.

In attendance: W Batey, Chief Officer and Town Clerk

C13/37. Questions from the Public

There were no questions from the public.

C13/38. Apologies: Cllrs G Castle, B Hewison, K Moore M Swinbank, County Councillor H Cairns.

C13/39. Declarations of Interest

No interests were declared

C13/40. Presentation on the work of HospiceCare North Northumberland.

Sue Gilbertson and Julie Frost from the Hospice attended the meeting and gave a short presentation on their work. This included information on the large area of Northumberland covered, and details of the small fundraising team. Only 12% of the funding comes from the NHS and £260,000 per year is needed to keep the organisation going. 60%-70% of the funding comes in the form of fundraising and donations. It was also outlined that 250-300 clients were seen in a typical year. After taking questions the Mayor thanked Sue and Julie for their informative presentation.

C13/41. Mayor's Report

The agenda papers included a link to the Mayor's diary.

RESOLVED: That the report be received.

C13/42. Minutes of the Previous Meeting (13th June 2013)

RESOLVED: The minutes of the Council meeting held on 13th June 2013 were agreed as a true record.

These were agreed and duly signed by the Mayor.

C13/43. Matters Arising not on the Agenda

Referring to Minute C13/29, the clerk confirmed that correspondence had been received from the Museum indicating that the only other funding received for the roof works was from the Friends of the Museum and that Town Council support was very much needed. Councillors were in agreement to award the grant of £2,000 discussed at the previous meeting

RESOLVED: that a grant of £2,000 be awarded to the Museum.

Referring to minute C13/30 the clerk gave details of the armillary which had been received. This would be bolted down and be constructed of hammered steel. In addition it was proposed that this became a council asset.

Referring to Minute C13/34, it was highlighted that a future meeting of the council should include an invitation to the manager(s) of the dog warden service.

C13/44. Appointment of Deputy Mayor

At the annual meeting of the Council in May it had been decided not to appoint a Deputy Mayor and to revisit this in July when there was a full set of councillors. Nomination forms

had been sent to all councillors. One nomination had been received, this was for Councillor Sue Allcroft, proposed by Councillor Hewison and seconded by Councillor Castle.

RESOLVED: Councillor Sue Allcroft be appointed Deputy Mayor.

C13/45. Appointments of new councillors to committees and outside bodies

The new councillors had given their preferred committees choices and these were tabled. It was also agreed to increase the membership of the Cemetery Committee to 8 councillors to accommodate councillor preferences.

RESOLVED the membership of the Cemetery Committee be increased to 8 town councillors.

RESOLVED: The Recreation & Amenities Committee comprises of Councillors; S. Allcroft, Broom, Farrar, Goodfellow, Harrington, Hewison, Holt, S Mavin, Patience, Roberts and Symmonds.

RESOLVED: The Cemetery Committee comprises of Councillors; S. Allcroft, Farrar, J Humphries, Grisdale, S Mavin, Moore, Swinbank, and Symmonds, plus a representative from Denwick Parish Council.

RESOLVED: The Planning, Highways and Transport Committee comprises of Councillors; P Allcroft, Broom, Farrar, Grisdale, Harrington, Hewison, Holt, Humphries, G Mavin, Moore, Roberts and Symmonds

RESOLVED: The Finance & Policy Committee comprises of Councillors, P. Allcroft, S. Allcroft, Broom, Castle, Goodfellow, Grisdale, Hewison, G. Mavin, Moore, Patience, Roberts and Symmonds.

A list of the vacant outside body appointments had been discussed with the new councillors and the following schedule was tabled for approval: In addition it was agreed that Councillor Symmonds would represent the Council on the Alnwick Air Cadets.

Alnwick St Paul's Charity	J Humphries
Alnwick & Denwick Relief in Need Charity	P Holt
Mechanics Institute	C Goodfellow
NCC North Area Committee	S Mavin
Alnwick Food Festival	S Allcroft, P Allcroft G Mavin, S Mavin

RESOLVED: The Outside Body appointments as listed, be approved.

C13/46. Appointment of Chairman/Vice Chairman of the Finance Committee

As Councillor Sue Allcroft was elected as Deputy Mayor, the Council needed to elect a new Chairman of the Finance and Policy Committee as the Constitution precludes the Mayor and Deputy Mayor from being the Chairman or Vice Chairman of a Committee. Councillor Symmonds was proposed and seconded as Chairman and Councillor Castle was proposed and seconded as Vice Chairman.

RESOLVED Councillor Symmonds be appointed as the Chairman of the Finance and Policy Committee, and Councillor Castle be appointed as Vice Chairman.

C13/47. Improving the standards in the Town Centre Toilets

Over the last few weeks there had been email correspondence circulating regarding the conditions of the toilets on Market Street, Alnwick. Questions had been asked about improvements required as well as cleaning schedules. Councillors discussed the issue and felt that this needed to be high on the County Council agenda. It was felt maintenance could be improved and a steam clean arranged. Furthermore, the shrubs and vegetation outside the Greenwell Road toilets would benefit from being cut back. It was agreed to refer the matter to the Recreation and Amenities Committee for a further discussion.

RESOLVED: To refer the condition of the town centre toilets to the Recreation and Amenities Committee for further consideration.

C13/48. Feedback on Neighbourhood Plan consultation event

On the 18th June a well-attended neighbourhood plan consultation event had been held in St James's Church Room. This was to look at issues and options and discuss proposals and priorities for future developments in the town. Feedback was given on the event, which was felt to have been a success.

RESOLVED: The feedback be noted.

C13/49. Procedures for dealing with correspondence sent to all councillors.

In recent weeks there had been examples of correspondence being sent to all councillors. The Mayor was keen to establish a procedure for responding to such correspondence – be it following receipt of a letter or email. The aim was to ensure a considered and consistent response was given. Councillors discussed the issue and it was agreed to seek appropriate advice on best practice.

RESOLVED: To seek advice on best practice.

C13/50. New Name for Willoughby's Bank development site, Alnwick

The naming of the new development had been discussed at the May Council meeting. Since then the developer has put forward a suggestion of 'Willoughby Park, Alnwick'. The Town Council's views on this had been requested by NCC.

RESOLVED: To support the suggested name of Willoughby Park.

C13/51. Minutes of the Planning Highways and Transport Committee (13th June 2013)

RESOLVED: The minutes of the Planning, Highways and Transport Committee held on the 13th June 2013 were agreed as a true record.

C13/52. Correspondence

The clerk reported that the following correspondence has been received since the last meeting, these were discussed.

Date	Detail	Action/ Decision
June	Passion for Northumberland – Summary report for Funders	Available from the clerk on request
June	CAN news	Available from the clerk on request
June	CPRE Newsletter Summer 2013	Available from the clerk on request
21 June	NCC- Temporary Road Closure B6341 Alnwick to Charlton Mires - 2/8/13	Noted
21 June	Felton & Thirston PC – withdrawal of Bus X15 – request for views	Councillors support view of parish council – retention of limited service
26 June	NCC – request to consider re-siting dog bin Clayport Bank	Agreed to request re-siting
27 th June	Resident – vandalism to trees in Swansfield Park	Referred to NCC

29 th June	Resident – seeking improved footpath provision South Road – (Fire station to cemetery)	Councillors agreed to support as part of any planning proposals and to flag up in the Neighbourhood Plan.
3 rd July	NCC – Free Parking for all, request to set up meeting after 25 th July	Date to be agreed. Early evening preferred.

RESOLVED: That the correspondence received be noted and actions taken as outlined.

C13/53. Financial Matters – Payments.

The clerk reported that the following invoices had been received for payment:

HMRC	£1,996.57	Tax and NI (6 th June – 5 th July)
Wages Account	£8,000	(for July and August)
W. R Batey	£62.94	Postage £6.60, refreshments Armed Forces event £13.03, refreshments Town Twinning reception £26.57. Armed Forces Flag £16.74
Royal Mail	£0.41	Neighbourhood Plan questionnaire return
CBS World	£64.40	Photocopying and stationary
Gallery Youth Project	£14.86	Materials for Neighbourhood Plan event
Northumbrian Water	£534.45	Allotments and Robertson's Fountain
Anne Shilton	£78.75	Data Entry – Neighbourhood Plan
Signpro	£30.00	Vinyl Print Map – Neighbourhood Plan
St James Church Centre	£181	Meeting Venue – Neighbourhood Plan
TOTAL	£10,963.38	

The following payments are now paid by direct debit and were reported for information		
BT	£74.77	phone bills cemetery and cemetery lodge paid 27 th June 13
npower	£174.77	Town Hall Clock, and Robertson's Fountain

In addition, the Town Council agreed that a donation of £250 be made to the Rothbury Highland Pipe Band for leading the Armed Forces Day Parade.

RESOLVED: 1. To approve and authorise the above payment amounting to £10,963.38 and to note the direct debit payments of £249.54, 2. To agree a donation of £250 to the Rothbury Highland Pipe Band and, 3. To give delegated authority to the clerk, in consultation with the Mayor to pay any urgent payments prior to the next meeting of the Council in September.

C13/54. Any Other Urgent Business

1. At the Planning, Highways and Transport Committee held earlier in the evening, the Committee had agreed to recommend that an additional Planning Committee meeting be held on 8th August.

RESOLVED: That an additional Planning, Highways and Transport Committee meeting be held on 8th August 2013.

2. Councillor Symmonds updated councillors on the suspension of the NCC community chest and hoped that the County Council would lift the suspension as soon as possible as this was impacting on a large number of local groups. The clerk agreed to write the Leader of NCC.

The meeting closed at 8.45pm.