



ALNWICK TOWN COUNCIL

Cemetery Lodge Office
South Road
Alnwick
Northumberland NE66 2PH

Your Ref:

Our Ref: FC/6/2014

Dear Councillor

Clerk to Council

Bill Batey

Tel: 01665 714922

Mobile: 07971 810267

6th June 2014

The next meeting of the Council will be held on **Thursday 12th June 2014** in The Council Chamber, Clayport Street, Alnwick at **7.00pm**. You are hereby requested to attend.

Yours faithfully

Bill Batey
Clerk to Town Council

Agenda

1. Questions from the Public
2. Apologies
3. Declarations of Interest
4. World War 1 Commemorations in Alnwick (note- presentation still to be confirmed)
5. Mayor's report
6. Minutes of the Previous Meeting (8th May 2014)
7. Matters Arising
8. Approval of the 2013/14 Annual Return and Accounts.
9. War Memorial Grant Submission
10. Grass Cutting Column Field
11. Minutes of Committees
 - a) Planning Committee Meeting (8th May 2014)
 - b) Cemetery Committee (15th May 2014)
 - c) Recreation and Amenities Committee (22nd May 2014)
 - d) Finance & Policy Committee (29th May 2014)
12. Correspondence
13. Financial Matters – Payments
14. Any Other Urgent Business

Declarations of Interest

To receive disclosures of pecuniary interests from Councillors, on matters to be considered at the meeting. The disclosure must include the nature of the interest. If you become aware, during the course of the meeting, of an interest that has not been disclosed under this item you must immediately disclose it.

Agenda Item 8**Approval of the 2013/14 Annual Return and Accounts.**

Draft 2013/14 accounts were tabled and approved at the last meeting. The clerk will advise of any changes made and details of the Annual Return which will be circulated at the meeting. The Council must approve the Annual Return before the end of June and submit this to the external auditor before the 24th June. The internal audit has been completed, no risks were identified. A copy of the report is circulated with the agenda; this contains some suggestions from the auditor.

Recommendation: that the Final Draft Accounts and the Annual Report be approved

Agenda Item 9**War Memorial Grant Submission**

At the last meeting of the Recreation and Amenities Committee (see minutes which are on this agenda), initial consideration was given to the estimates received and the preferred colour for the bronze statues. The Administration Assistant will update Councillors on the position and recommendations. The War Memorial Trust Grant application will need to be submitted shortly after this meeting to meet the next funding round deadlines.

Recommendation: That the War Memorial Trust Grant application be approved

Agenda item 10**Grass Cutting Column Field**

It has been suggested by Alnwick in Bloom members that additional grass cutting is required in the Column Field. Currently the County Council cut the column field on up to 13 occasions during the spring/summer (approximately every 14 days). Alnwick Town Council pay for 3 additional cuts to all public grassed areas in the town including the Column Field, these are carried out in October and March (2). Some areas of the town which are the responsibility of Homes for Northumberland do receive a weekly cut, with Homes for Northumberland paying for the additional service. Alnwick in Bloom has obtained a quote for 8 additional cuts during the year at a cost of £327 plus vat, and has asked the Town Council to consider paying for this additional service as they feel this would improve the look of a main entrance into the town. If approved, this expenditure would be met from the Recreation and Amenities Committee budget.

Recommendation: Councillors consider the request

Agenda item 12**Correspondence**

The following correspondence has been received since the last meeting:

Date	Detail	Action if any
11 th May	CAN -enews	Available from clerk on request

13 th May	NCC /NALC– Safe Deposit and Storage of Documents. Option to use Woodhorn Archives	Clerk to outline options
22 nd May	NHS Northumberland – leaflets re future engagement	To Note
22 nd May	NCC –Procedures for reporting litter thrown from vehicles	Clerk to circulate
29 th May	NCC- LOVE Northumberland Awards. Information (Closing Date 20 th June)	To Note
2 nd June	NCC -Town and Parish Meetings for groups and clusters	Clerk to outline

Recommendation: That the correspondence received be noted and discussed as appropriate.

Agenda item 13

Financial Matters –Payments

The following invoices have been received for payment (as at 6th June); this list will be updated at the meeting, if necessary.

HMRC	£2,130.58	Tax and NI
Wages Account	£6,000	
Local Living (NE) Ltd.	£816.67	Rent for Unit at Willowburn for ATC and festivals for March –June 14
Petty Cash	£20	Fuel
Frank Flannigan Skip Hire	£810	Skip Hire Ratten Row
Fife Plant Hire	£94.80	Sand/Cement - cemetery
AFS Country Store	£88.08	Weedkiller and Poison
R Turnbull & Sons Ltd	£330	Buffet -Town Twinning Reception
Thomas Sherriff &Co Ltd	£90.36	Machine Belt
Streetscape	£9,000	New play equipment Cawledge View
W R Batey	£424.51	Printer Cartridges £303, Postage £7.60, Cash Book £21.99, Refreshments Town Twinning £45, Tools Town Clean Up £46.92
TOTAL	£19,905.00	

The following payments are now paid by direct debit and are reported for information		
BT	£87.76	Phone bills cemetery and cemetery lodge Paid 28 th May 14

Recommendation: To approve and authorise the above payment amounting to £19,905 and to note the direct debit payments of £87.76.