

Minutes of the meeting of the Council held on Thursday 12th June 2014 in the Council Chamber, Clayport Street Alnwick at 7pm

- Present** Cllrs S Allcroft, P Allcroft, D Farrar, G Castle, C Goodfellow, W Gridale, M Harrington, P Holt, J Humphries, G Mavin, S Mavin, K Moore, S Patience, R Roberts, A Shilton, M Swinbank and A Symmonds
- In attendance** W Batey, Chief Officer and Town Clerk; J Pibworth, Administration Assistant. D Gladding, Chairman WWI Commemorative Group

C14/22 Questions from the public

There were no questions from the public.

C14/23 Apologies for absence

Councillor Broom.

C14/24 Declarations of Interest

Councillor Castle declared a non-pecuniary interest in county council matters and Councillors Roberts, Farrar, Patience, Castle and Gridale declared non-pecuniary interests in the Neighbourhood Plan agenda item.

C14/25 World War Commemorative Group presentation

Derek Gladding gave an update on the work of the WWI Commemorative Group. He advised the council that they had £16,675 funding to undertake a number of projects focusing on 1914 and 1915.

The aim of the projects over the next two years is to get people to understand how 'big' Britain was at the time of WWI and how WWI changed Britain. Project areas will include:

- Alnwick Camp DVD
- Family Day out with camp kitchen and activities
- Departure of the troops
- Education of schools - five schools involved in researching the war
- Memory and remembrance - adopt a soldier on the war memorial and find out information about them and their family
- Interactive drama - students writing a play based around the war
- Exhibitions of memorabilia at Bailiffgate Museum in 2015
- Heritage Trail of the local area showing buildings used during the war
- Database, started by Bailiffgate Museum, developed so that people can donate information

Councillor Gridale thanked Derek for his presentation and noted that the WWI Commemorative Group were going to be really busy over the coming years.

Councillor S Allcroft asked what the council could do to help? Derek said they might need help and information or councillors could join in activities.

C14/26 Mayor's Report

An update on the mayor's diary can be obtained at <http://alnwickmayor.wordpress.com/>

C14/27 Minutes of previous meeting (May 8th 2014)

RESOLVED: The minutes of the meeting held on 8th May 2014 were agreed as a true record and duly signed by the Mayor.

C14/28 Matters Arising

Referring to minute C14/09 - FEEDBACK FROM OUTSIDE BODIES

Councillor Farrar asked if this could be included in future council agendas.

Referring to minute C14/12 - TOILETS

Councillor Grisdale reported that a meeting had taken place with Terry Garnick at The Shambles. Councillor Castle reported that NCC will come back to the Town Council in a couple of weeks with suggestions for them to consider. He said that it was unlikely that the council would be able to get everything on their wish list for £12k. He also reported that the work was scheduled to start in early July with the aim of being completed before the summer holiday period. He said the toilets would be closed for short time whilst the work was undertaken and that a bigger sign had been requested.

Councillor Patience was concerned that as Chair of the Recreation & Amenities committee she had not been included in the correspondence and that the recommendations the council had made were not being considered.

Councillor Grisdale assured the council it was not a done deal and that they would be asked for their input.

Councillor Symmonds felt it was important to be able to identify exactly what the money had been spent on and that there were no hidden charges.

Councillor Moore asked if it was just the toilets in The Shambles. Councillor Castle confirmed it was.

Councillor Roberts said she knew the toilets were owned by NCC but the Chamber might be willing to donate materials or time to help out. Councillor Castle said that no money had been offered by the Chamber and that they could look at doing something with the toilets in Greenwell Lane.

Referring to minute C14/13 - NEIGHBOURHOOD PLAN

The Town Clerk confirmed he was trying to organise a date for the council to meet to discuss this. He suggested a couple of dates and councillors agreed on Thursday June 19th at 6pm. Councillor G Mavin asked if a draft copy of the Neighbourhood Plan was available. The Town Clerk said he would send out with a copy of the Community plan before Thursday meeting.

Referring to minute C14/20 - LITTER BINS

Councillor Farrar asked if the Town Council were able to identify the bins that aren't used as much and ask NCC if these could be emptied less often. In this case more bins could be provided around the town. The Town Clerk agreed to look at this.

Councillor S Allcroft commented that the damaged bin in Column Field does need replacing as it is heavily used by visitors to the town. The Town Clerk agreed to look at this.

C14/29 Approval of the 2013/14 Annual Return and Accounts

The Town Clerk took councillors through the draft 2013/14 accounts that had been sent out to them and highlighted a few changes from the previous year. On page 1, Box 9 is ticked for the first time due to the Town Council taking over responsibility for the Mechanics Institute and likewise Box 11 on page 2. Within the reserves

shown, £9,500 belonged to the Town Team account.

He advised the council that the Annual Return must be approved and submitted to the external auditor before the 24th June. He also informed the council that the internal audit had been completed and that no risks were identified. A copy of the report has been circulated with the agenda and contained six suggestions which the Town Clerk went through.

RESOLVED: That the Final Draft Accounts and Annual Report be approved.

Councillor Symmonds wanted to state that he agreed with the internal auditor about the able way in which the Town Clerk deals with the accounting processes.

C14/30 War Memorial Grant Submission

The Administration Assistant gave an update on the War Memorial Trust Grant application. The grant will be sent in next Monday to meet the next funding round deadline of 30th June. Listed Building Consent form is being processed by NCC (ATC have received the planning documents through). Since the last update further information has been collected from Northumberland Gazette archives, Tyne and Wear Archives who had photographs of the original sculptures for the figures taken by Roger Hedley (the sculptor). The Alnwick Castle archivist also provided copies of business minutes, a ground plan of the proposed site of the memorial, including the proposed road widening and a six page commemorative booklet of the unveiling ceremony.

Re-patination - Research on the colour for the finish for the bronze work, following WMT guidelines, has shown that the original patination was mid brown. There are lots of examples of work by J W Singer, the company who cast the figures, some of which have already been restored to mid brown. What is also revealed was that J W Singer cast some really high profile bronzes including the statue of Gordon of Khartoum on a camel, Oliver Cromwell in Westminster and Victoria and Albert Memorial opposite Buckingham Palace. More locally the statues on the War Memorial at Swan Hunter were cast by them (using the same sculptures) and have also been restored to mid brown.

War memorial quotes - Five quotes had been received: two for all work, two for part of the work and one who did not provide requested additional information. It was recommended that the preferred quote was from St Astier who are based in County Durham and have done a lot of renovation / restoration work in the North East including some requiring Scheduled Monument Consent and work in consultation with English Heritage.

Councillor Castle suggested that the Town Council publish some of the information they had found out and perhaps the Northumberland Gazette could help. Councillor Farrar suggested that we publicise the information on our website.

RESOLVED: To submit the War Memorial Trust grant application noting that the re-patination will be mid brown and St Astier are our option 1 contractor.

C14/31 Grass Cutting in Column Field

Alnwick in Bloom had asked Alnwick Town Council to consider paying for an additional grass cutting in the Column Field as they feel this would improve the look of a main entrance into the town. The County Council cut the Column Field up to 13 times during the spring / summer (approx every 14 days) and Alnwick Town Council pay for three additional cuts to all public grassed areas in the town including the

Column Field, carried out in October (1 cut) and March (2 cuts). The quote for an additional eight cuts during the year would be £327 plus vat. The additional expenditure would come from the Recreation and Amenities Committee budget.

Councillor Symmonds felt this type of request should go through committees. He felt the Town Council should not change anything on this occasion. He also thought there were more untidier places in the town.

Councillor Humphries suggested that collecting the cut grass would make the town look tidier.

Councillor Harrington thought the area by Sainsbury's was a better area to cut / tidy.

Councillor Castle thought that as Column Field is much used by the public the extra cuts would be worthwhile.

Councillor Farrar said he felt the wet weather had caused the additional growth and was concerned that if the Town Council paid for some additional cuts this year it may end up paying for more next year and the number of NCC cuts could go down. Alnwick residents may well end up paying for the same service twice.

Councillor Patience agreed with Cllr Symmonds that this should have gone to Rec & Amenities committee but because of timing of the meetings had asked for it to be added to this agenda. She added that there is a contingency in the budget but felt there were more pressing things to spend the money on.

Councillor Roberts commented that the cutting on Column Field is looking very good at the moment and that additional cuts might not solve the issue. She also felt there were other areas in the town that were looking messy (Swansfield Park).

Councillor S Allcroft suggested that NCC could just do a better job of it and rather than additional cuts NCC could do some edging work and pick up grass cuttings.

Councillor Castle suggested the Town Council contacted Billy Pringle at NCC about tidying the Column Field.

RESOLVED: That no additional cuts are requested or paid for by Alnwick Town Council.

C14/32 Minutes of Committees

a) The Minutes of the Planning, Highways and Transport Committee (8th May 2014) were tabled for approval.

RESOLVED: The minutes of the Planning, Highways and Transport Committee meeting held on 8th May 2014 were agreed as a true record.

b) The Minutes of the Cemetery Committee (15th May 2014) were tabled for approval.

RESOLVED: The minutes of the Cemetery Committee meeting held on 15th May 2014 were agreed as a true record.

c) The Minutes of the Recreation and Amenities Committee (22nd May 2014) were tabled for approval.

RESOLVED: The minutes of the Recreation & Amenities Committee meeting held on 22nd May 2014 were agreed as a true record.

d) The Minutes of the Finance & Policy Committee (29th May 2014) were tabled for approval.

RESOLVED: The minutes of the Finance & Policy Committee meeting held on 29th May 2014 were agreed as a true record.

C14/33 Correspondence

The following correspondence had been received since the last meeting:

Date	Detail	Action
11th May	CAN -enews	Available from clerk on request
13th May	NCC /NALC– Safe Deposit and Storage of Documents. Option to use Woodhorn Archives	Town Clerk to outline options - the Town Council need to decide how they archive minutes. Councillor S Allcroft asked if the Town Council needed to keep paper copies? Town Clerk confirmed we did and that Woodhorn Archives have offered all T&PCs storage facilities
22nd May	NHS Northumberland – leaflets re future engagement	To Note
22nd May	NCC –Procedures for reporting litter thrown from vehicles	Town Clerk to circulate
29th May	NCC- LOVE Northumberland Awards. Information (Closing Date 20th June)	To Note
2nd June	NCC -Town and Parish Meetings for groups and clusters	Town Clerk to outline - Alnwick Town Council have been invite to attend a cluster group meeting on July 8th to observe

RESOLVED: (i) That the correspondence received be noted; (ii) The item on archiving minutes be referred to the next Finance & Policy Committee Meeting including decision about length of time minutes should be kept before archiving.; (iii) the Mayor and Town Clerk to attend the T&PC cluster meeting on July 8th to observe.

C14/34 Financial Matters – Payments

The following invoices have been received for payment:

HMRC	£2,130.58	Tax and NI
Wages Account	£6,000.00	
Local Living (NE) Ltd.	£816.67	Rent for Unit at Willowburn for ATC and festivals for March – June 14 (see note i)
Petty Cash	£20.00	Fuel
Frank Flannigan Skip Hire	£810.00	Skip Hire Ratten Row
Fife Plant Hire	£94.80	Sand/Cement - cemetery
AFS Country Store	£88.08	Weedkiller and Poison
R Turnbull & Sons Ltd	£330.00	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
James N McLean	£26.40	Tools
Diamond Business Systems	£54.00	
Azure	£10.66	Mayor's Award Certificates
TOTAL	£19,896.06	

Note (i) - The Town Clerk explained that the payment to Local Living was the rent for the Willowburn Unit and the amounts due from other users such as the festivals would be deducted from any grant awarded to them.

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

RESOLVED: To approve and authorise the above payment amounting to £19,896.06 and to note the direct debit payments of £87.76.

C14/35 Any Other Urgent Business

Councillor G Mavin raised an issue regarding the fencing near the new Aldi site. It is dangerous as it is falling down. Town Clerk to report to NCC.

Councillor Patience asked if something could be done with the Youth Hostel sign. Councillor Castle apologised and said something would be done soon.

Councillor Roberts asked if there was any update on the Town Council's town centre accommodation. The Town Clerk said discussions were ongoing.

Councillor Holt reported that there had been another accident in Bailiffgate and thought NCC should look at this. Town Clerk advised that the Town Council had already notified NCC about parking issues in The Peth, raised by Councillor G Mavin, and he would chase their response.

Councillor Castle informed the council that the white lines in Market Place would be neatened in Market Place. He also reported that the signs are being made larger and a site visit is being arranged which the Town Council will be invited to.

Councillor Grisdale advised the council that both the Halifax and Lions had allocated £200 towards planting in Greenwell Lane.

Meeting closed at 8.37pm