



**Minutes of the meeting of the Council held on Thursday 14th August 2014
in the Council Chamber, Clayport Street Alnwick at 7pm**

Present Cllrs S Allcroft, P Allcroft, P Broom, G Castle, D Farrar, W Grisdale, M Harrington, P Holt, J Humphries, G Mavin, S Mavin, K Moore, S Patience, R Roberts, A Shilton and A Symmonds.

In attendance W Batey, Chief Officer and Town Clerk; J Pibworth, Administration Assistant.

C14/51 Questions from the public

There were no questions from the public

C14/52 Apologies for absence

Councillor Goodfellow and Councillor Swinbank.

C14/53 Declarations of Interest

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

C14/54 Mayor's Report

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

C14/55 Minutes of previous meeting (July 10th 2014)

RESOLVED: The minutes of the meeting held on 10th July 2014 were agreed as a true record and duly signed by the Mayor.

C14/56 Matters Arising

C14/44 Updates: b) Market Street Toilets refurbishment - The Town Clerk confirmed that some work had taken place but he is still waiting for a schedule from NCC.

Next Full Council meeting will be held at St James and committee meetings will either be held in Fenkle St or The Embleton Room at St James.

Councillor Symmonds asked if the additional charge for caretaking services made by NCC was a consistent payment process across the county and for other people in the same building (Fenkle Street).

Councillor Holt said that it was important that the public know where the Town Council meetings will be held.

C14/49 Feedback from Local Multi-Agency Crime Prevention Initiative Meeting - Town Clerk to ask what actions can be taken using the results of the speed monitoring wires.

Councillor Castle advised that the council could ask the Road Safety Officer at NCC for mobile speed monitoring vans.

C14/57 Draft Neighbourhood Plan

The Town Clerk informed the council that the draft Neighbourhood Plan is out for consultation which runs until 29th September 2014. He issued summary documents and copies of the maps that will sit at the back of the plan. The Neighbourhood Plan covers the period 2014-2031 and hopefully would be adopted by the end of 2015.

The Council were shown the five minute DVD that had been produced giving an overview of the Neighbourhood Plan.

The Town Clerk confirmed the sections in the Neighbourhood Plan and briefed councillors on each one:

- Housing - 700 new houses needed in the next 16 years with a good mix of homes for young people and elderly people
- Economy and Employment - looks at the importance of the town centre and tourism
- Town Centre and Retail - better selection of shop, better shop fronts and a revitalised Market Place
- Community Facilities - important community buildings including the Library and The Playhouse need to be protected
- Education - new high school to be developed in the next two years
- Transport - better links with Alnmouth Station, better cycle routes and increased priority for pedestrians in the town centre
- Environment - plan asks for green spaces and conservation site to be provided and protected. Small green projects to support recycling
- Heritage and Design - identifies ways to safeguard our landscape and make sure the centre of Alnwick is protected
- Culture - cultural events and activities to be supported and encouraged
- Health - protect Alnwick Infirmary's services and local GPs and health services.

The process of producing the plan raised a number of issues that sit at the back of the Neighbourhood Plan including 60 community action proposals.

Once comments are received the plan and have been considered, the plan with any amendments, will be submitted to NCC and then to the planning inspectorate. It will then go to referendum in which 50% of people voting must agree / support the plan before it can be approved.

Councillor Castle asked if hard copies were available?

Councillor Patience confirmed that 100 copies had been printed.

Councillor S Mavin commented that it needs to be accessible to everyone.

Councillor Humphries asked if the form should only be used for one comment. The Town Clerk confirmed that it was one form for each comment.

Councillor Holt commented that the form was well designed but where is tourism? Councillor Roberts confirmed that tourism was part of the economy section.

Councillor Broom asked that as copies are expensive to produce they could be borrowed from specified locations?

Councillor G Mavin suggested several copies in the library.

Councillor Symmonds had insight into the work involved in producing the plan and knew the time and effort volunteers had put into producing the plan. He and Councillor Humphries also proposed that the authors of the various sections be thanked.

Councillor Patience informed the council that the DVD would be running at The Playhouse and Penrose's. The DVD would also be running on a stand (with a banner) at various locations across Alnwick.

Councillor Grisdale thanked Northumberland National Park for the loan of the DVD player equipment.

The Town Clerk advised councillors that the summary 'What is a Neighbourhood Plan', issued to them at the meeting, had also been circulated to residents with the Town Cryer.

RESOLVED: To receive the update on the Neighbourhood Plan.

C14/58 Update on War Memorial Grant Application

The Administration Assistant informed councillors that the WMT Grant application has been successful and we have been offered a 75% grant towards the cost of the repairs to the War memorial. This was a much quicker response than expected as we did not think we would hear until the middle of September and means that we should be able to get the work done this year. The grant is for an initial sum of £7,165 using Hirst Conservation as the contractor. WMT have also said further funding will be available if additional work to the lantern is identified once work is underway. Hirst Conservation will check their scheduling diary but hope to be able to undertake the work before the end of September.

Hirst Conservation are based in Lincolnshire but carry out work across the UK and Europe. They have done a lot of war memorial work and are used to working with the WMT. They did the cleaning and restoration work on Bamburgh war memorial and have a lot of relevant conservation and restoration experience. Their clients include English Heritage; The National Trust; York Minster and Salisbury Cathedral; The Cabinet Office and the House of Lords; Windsor Castle, Tower of London and Hampton Court Palace; London, Manchester, Leeds and Sheffield Councils.

The NCC Planning Officer dealing with the Listed Building Consent application has been contacted and she will contact the Conservation Officer for updated comments and the Highways Department about repairs to the lighting hatch.

Councillor S Allcroft thanked the Administrative Assistant for the work she had done on the Grant Application.

Councillor Symmonds stated that he would like to see a rededication of the War Memorial.

RESOLVED: To receive the update on the WMT Grant Application; accept the grant offer using Hirst Conservation as the contractor and approve a contribution of £2,393 towards the costs.

C14/59 Local Flood Risk Strategy Consultation

The Town Clerk informed councillors that the Town Council had been consulted by NCC on the Local Flood Risk Strategy for Northumberland, required under the Flood and Water Management Act 2010, and which NCC have appointed URS Consultants to work on. The Strategy will be a key policy document which will set out how the County Council will manage future flood risk across the County by developing local objectives and measures with short, medium and long term actions. This approach will help the Council to manage the risk in a way that delivers the greatest benefit to residents, businesses and the environment. As part of the process and to help NCC understand flooding issues across the County they are carrying out extensive customer engagement and the feedback they get will play an important role in formalising an integrated approach to flood risk management in Northumberland.

The Town Council have been invited to share their views and experiences of flooding to help NCC identify key risk areas and to target investment to manage future incidents and reduce flood risk to our communities in Northumberland. The consultation period runs until Sunday 31st August.

Councillor Humphries asked about possible flooding on the new Greensfield site.

Councillor Castle advised that NCC had carried out a detailed survey in 2012 and so should have the information already on flooding in Alnwick.

The Town Clerk advised that most of the flooding was due to run-off water.

Councillor G Mavin said the flooding in South Road was due to poor drainage.

Councillor Farrar suggested that the information in the draft Neighbourhood Plan could be used as part of the Town Council's reply. A lot of the drains in Alnwick are either blocked or do not cope with excess water.

Councillor Holt stated that Cannongate suffers from minor flooding and therefore the drains needed to be cleared out more often.

Councillor S Allcroft felt that NCC should be made aware of the large number of drains that get blocked with leaves.

Councillor Patience suggested that every incidence of potential flooding including blocked drains should be reported on the NCC website.

RESOLVED: To report all incidents of potential flooding including blocked drains to NCC via their website.

C14/60 Minutes of Committees

a) Minutes of the Planning, Highways and Transport Committee (10th July 2014) were tabled for approval.

RESOLVED: The minutes of the Planning, Highways & Transport Committee meeting held on 10th July 2014 were agreed as a true record.

b) Minutes of the Cemetery Committee (17th July 2014) were tabled for approval.

RESOLVED: The minutes of the Cemetery Committee meeting held on 17th July 2014 were agreed as a true record.

c) Minutes of the Recreation and Amenities Committee (24th July 2014) were tabled for approval.

RESOLVED: The minutes of the Recreation and Amenities Committee meeting held on 24th July 2014 were agreed as a true record.

d) Minutes of the Finance & Policy Committee (31st July 2014) were tabled for approval.

RESOLVED: The minutes of the Finance and Policy Committee meeting held on 31st July 2014 were agreed as a true record.

Draft Agenda for Joint NCC / Alnwick Town Council meeting:

The Town Clerk issued a draft agenda for the next joint NCC / Town Council meeting on September 22nd to councillors for review and comments:

ITEM 3 Alnwick Cemetery: Councillor Farrar wanted to add something about NCC making a contribution to Alnwick Town Cemetery.

ITEM 4 Condition of the Town: Councillor Broom felt the issue with the bin in bus station needed to be re-enforced at the meeting.

Councillor Roberts thought the whole bin emptying schedule needs reviewing.

Councillor Harrington said that Rothbury have decorated bins with black liners which are emptied.

Councillor Castle said it was all a case of NCC resources.

Councillor G Mavin asked that the decision regarding the bin should be delegated to the Town Clerk and Chair of Recreation & Amenities.

Councillor Farrar re-iterated his previous point about having some of the bins emptied less often.

ITEM 6 Town Flag Poles: Councillor G Mavin thought this was not just about Column Field but other potential locations in the town centre.

ITEM 8 Section 106 Agreements: Councillor Roberts asked for an additional item from the Planning Committee be added to the agenda.

C14/61 Correspondence

The following correspondence has been received since the last meeting:

| Date | Detail | Action if any |
|-------------|--|--|
| 11 July | Fly the Flag for the Commonwealth – request to consider flying the Commonwealth flag on 9 th March 2015 | Refer to Events Working Group (i) |
| 14 July | CAN News | Available from the clerk on request |
| 21 July | NCC- Road Closure on Wagonway Road / Willowburn Ave 29 th Sept – 10 th Oct | For Information (ii) |
| 30 July | NCC- Copy of Definitive Map Modification Order 2014 regarding Rights of Way | Copy for information |
| 1 Aug | NALC E-news | Available from the clerk on request |

(i) Councillor Roberts asked what Commonwealth Day entailed? The Town Clerk informed the council that this year this had been March 10th and that the idea was to involve all councils by 2016. (Town Clerk to circulate email).

(ii) Councillor Castle reported that NCC were trying to do the pedestrian crossing at the same time by extruding the pavement to allow safer crossings for pedestrians. A site visit will identify exact location.

Councillor Moore asked how the closure would affect the residents and traffic.

Councillor Broom commented that Utilities Companies dig up when they like.

Councillor Castle confirmed that Utilities Companies can dig up the roads when they need to, but are required to give notification.

The Town Clerk has received an additional piece of correspondence from NCC asking for volunteers to undertake a survey of footpaths and bridleways.

Councillor Moore thought walking groups might be interested.

Councillor Symmonds thought civic groups might be also interested.

Councillor Castle commented that other groups could be involved through the relevant committees.

Councillor Holt felt welcomed the letter / request as she had received complaints from residents about pathways.

RESOLVED: That the correspondence received be noted.

C14/62 Financial Matters – Payments

The following invoices have been received for payment:

| | | |
|-------------------------------|-----------|---|
| HMRC | £1,978.61 | Tax and NI |
| Wages Account | £5,000.00 | |
| npower | £340.33 | Cemetery Chapel (paid 6/8) |
| MKM | £123.72 | Headstone Base Steelwork |
| Argyle Planning Consultancy | £3480.00 | Neighbourhood Plan Consultancy |
| Harry Henderson | £2470.00 | Neighbourhood Plan DVD |
| H2Flow | £394.80 | Water Connections Ratten Row |
| W R Batey | £133.46 | Stamps £65.98, Refreshments – Music Festival £67.48 |
| James McLean Ltd | £50.82 | Tools |
| Alnmouth & Amble Pest Control | £30.00 | Removal of wasp nest at St James's allotments |
| Fife Plant Hire | £126.00 | Sand and other materials for the cemetery |

The following payments are now paid by direct debit and were reported for information

| | | |
|--------|---------|--|
| BT | £95.84 | Phone bills cemetery and cemetery lodge Paid 28 th July 14 |
| npower | £165.96 | Robertson's Fountain and Cemetery Store |

RESOLVED: To approve and authorise the above payment amounting to £14,127.74 and to note the direct debit payments of £261.30.

C14/63 Feedback Local Multi-Agency Crime Prevention Initiative Meeting

Councillor Moore gave feedback on the last meeting. The parking issues at top of The Peth were reported at the meeting so the police are aware of them. It will be one of the priorities that LMAPS will be putting forward to NCC for the LTP.

C14/64 Any Other Urgent Business

Councillor Holt commented that the overgrowth on Alnmouth Road hadn't been cut back for a while. She felt that when the public contact NCC, they have difficulty getting through and then have to wait a long time for a reply. Issues are not dealt with in a timely enough fashion and the system at NCC is not working properly.

Councillor Castle explained that the public should not expect to contact NCC officers directly. They should use the ASK system to report any issues and should get a response within 10 days. Residents can also use the telephone help line, go through their local councillor or attend one of the North Area Meetings to put their views.

Councillor Harrington reported that the ASK system does work and gave the example of the dead seal on the beach at Alnmouth which was dealt with very quickly.

Councillor Patience asked if anything was being done about the Cobbles. The Town Clerk said that at the meeting with NCC and Alnmouth Town Council had been advised to list in their LTP (Local Transport Plan) priorities.

Meeting closed at 8.53pm