



Minutes of the meeting of the Council held on Thursday 11th Sept 2014 in St James Church Rooms, Pottergate, Alnwick at 6.00pm

Present Cllrs S Allcroft, P Allcroft, P Broom, D Farrar, C Goodfellow, W Grisdale, 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 Councillor H Cairns; W Batey, Chief Officer and Town Clerk; J Pibworth, Administration Assistant

C14/65 Questions from the public
There were no questions from the public.

C14/66 Apologies for absence
Councillor G Castle.

C14/67 Declarations of Interest
Councillor Cairns declared a non-pecuniary interest in county council matters and Councillors Grisdale and Patience pecuniary interests in the Payments item.

C14/68 Mayor's Report
An update on the mayor's diary can be obtained at
<http://alnwickmayor.wordpress.com/>

C14/69 Minutes of previous meeting (August 14th 2014)

RESOLVED: The minutes of the meeting held on 14th August 2014 were agreed as a true record and duly signed by the Mayor.

C14/70 Matters Arising

C14/56 Updates on C14/44: Councillor Roberts asked if there was any update on the Markets Street Toilets refurbishment - The Town Clerk confirmed there wasn't. Councillor Symmonds informed the Council that he had seen Terry Garrick at the North Area Meeting and that he was leaving the area and being replaced by Bob Hodgson.

C14/56 Updates on C14/44: Councillor Roberts asked if there was any update on a location for future committee meetings. The Town Clerk said there was no update as yet but the next Rec & Amenities committee would be held at the Mechanic's Institute to see what the venue is like for committee meetings.

C14/56 Updates on C14/49: The Administration Assistant reported that she had tried to contact the Road Safety Officer at NCC but he was on leave. She will provide an update with the minutes about speed monitoring wires. UPDATE: The Admin. Asst. spoken to Les Gilbert (Road Safety Officer for NCC) who advised the Town Council to email Sarah Hudson (Asst Engineer) who deals with all monitoring wire queries.

C14/58 War Memorial: The Administration Assistant reported that the LBC for the work to the War Memorial had been approved on September 9th. She will contact Hirst Conservation to check that the work can still be done before Remembrance Day. NCC have also confirmed that a replacement hatch has been ordered and once it arrives it will be fitted by a local blacksmith.

C14/71 Local Transport Plan Priorities

NCC had asked the Town Council to identify its top 3 Local Transport Plan (LTP) priorities, so that they could be considered for inclusion in the Local Transport Plan (LTP) Programme 2015-16. The clerk updated councillors on the Council LTP priorities submitted in 2014/15 and work undertaken:

1. The investigation of the feasibility of pedestrian priority for Narrowgate (NCC have confirmed that this is included in their priorities in 2015/16).
2. Road widening and right turn lane at the service station on the A1068 South Road (Not done).
3. Pavement repairs and improvements to Green Batt, St Michael's Lane and the entrance and exits to the Market Place including the drainage channels. (Repairs carried out in St Michael's Lane).

The Town Clerk gave an update on the LTP document issued with the agenda, which listed the 3 priorities recommended by the LTP working group on September 3rd.

1. Poor surfaces in the town centre causing serious issues for pedestrians and cyclists in the Town Centre area including Bondgate Within and Fenkle Street
2. Dangerous junctions and locations in the Town Centre for drivers, cyclists and pedestrians especially school children causing an increase in accidents which may result in fatalities on Wagonway Road, The Peth and Bailiffgate
3. Safety concerns and congestion for drivers, cyclists and pedestrians on South Road.

Councillor Holt said she thought it was a very good priority list. Councillor Farrar asked if NCC were happy that the council link issues together. The Town Clerk confirmed that they were.

Councillor G Mavin thought the Wagonway crossing in priority 2. had already been agreed by NCC. Councillor Cairns confirmed that NCC could not find the funding for it. She confirmed that Councillor Castle and herself had put this on their LTP priorities list.

Councillor G Mavin thought the South Road pavement in priority 3. had already been agreed as part of the development of the Aldi site. The Town Clerk confirmed that the priority on the LTP list was an extension of the pavement further down South Road outside Sainsbury's where the pavement stops at a barrier. He also suggested that a light controlled crossing be added to priority 3.

Councillor Roberts felt that the use of the word pathways in priority 1 should be changed to footpaths and felt that priority 1 would be strengthened by adding wheelchair and pushchair users to the outcome column. She also felt the Council should think about traffic calming measures at the end of South Road to make it better for everyone to use.

Councillor Broom updated councillors on a point covered at the sub group meeting on September 3rd that NCC had a number of different budgets for transport and highways priorities so the suggested priorities are aimed at different budgets and why several points have been put together.

Councillor S Allcroft asked that as much information as possible be added to the LTP document to give it as best chance as possible.

The Clerk asked for all comments by 19th September so he could submit to NCC by 25th September.

**RESOLVED: To send comments to Town Clerk by 19th September.
Town Clerk to forward LTP priorities to NCC by 25th September.**

C14/72 Strategic Housing Land Availability Assessment Consultation

The Town Clerk informed councillors that they had been consulted by NCC on the draft site assessments which have been prepared as part of the update to the Northumberland Strategic Housing Land Availability Assessment (SHLAA). He issued a traffic light list of the sites in Alnwick which gave the sites with potential for housing; how many dwellings may be accommodated on a site with potential for housing development and when sites are likely to be developed.

The Town Clerk had already received some comments from councillors which he will send out to all councillors. Councillor S Allcroft asked for these as soon as possible.

Councillor Farrar commented that some of the locations are difficult to ascertain exactly where they are in the town.

The Town Clerk reminded councillors that the consultation runs until Wednesday 24 September 2014 and he would like their feedback / comments by September 18th.

RESOLVED: To send comments to the Town Clerk by September 18th and Town Clerk to forward to NCC by September 24th.

C14/73 Remembrance Sunday Arrangements 2014

The Town Clerk reported that the 2014 Remembrance Sunday service will be held on Sunday 9th November in St Paul's Church Alnwick starting at 2.30pm. After the service there will be a march to the war memorial for the laying of wreaths in remembrance. Councillors are invited to the service and to participate in the march. Refreshments for guests will be served afterwards in the Northumberland Hall.

RESOLVED: To note arrangements for the Remembrance Sunday service.

C14/74 Proposed Town Clean Up

The Town Clerk reported that at the last meeting of the Recreation and Amenities Committee it was proposed that another town clean-up be organised in September. The purpose being to do an end of season clean and weed. The suggested date is Sunday 28th September 2014 starting at 10.00am.

RESOLVED: To agree September 28th as the date for town clean up.

C14/75 NCC procedures for applying for section 106 monies for open space, sport and recreational purposes

The Town Clerk summarised the documents issued with the agenda regarding the process for applying for Section 106 monies. The procedure contains a number of bidding rounds. NCC have not said how much money was available but a similar process is already being used in the West of Northumberland.

Councillor Roberts commented that it does not say exactly where the money is for, only North Area. Town Clerk to ask for further information.

Councillor G Mavin asked if it was only for sports facilities. The Town Clerk replied that this Section 106 fund was for open space, sport and recreational purposes.

RESOLVED: To note the process of applying for Section 106 funding.

C14/76 Minutes of Committees

a) Minutes of the Planning, Highways and Transport Committee (14th August 2014) were tabled for approval.

RESOLVED: The minutes of the Planning, Highways & Transport Committee meeting held on 14th August 2014 were agreed as a true record.

C14/77 Correspondence

The following correspondence has been received since the last meeting:

Date	Detail	Action
21st Aug	NALC – Details of Parish Council Training courses	Available from the clerk on request
29th Aug	¹ NCC – Consultation on changes to bus services X15 and X18. Comments requested by 10th Oct.	Comments to be sent to clerk.
1st Sept	Alnwick Community Centre – invite to meeting on 1st Oct at 7pm in Alnwick Community Centre regarding proposed stake park	To note and consider attending

¹ Councillor Broom reported that two buses leave the bus station to go to Alnmouth but neither arrive at the train station at the times of the trains. He also felt it was very positive for Alnwick that there was now a bus to and from Rothbury.

RESOLVED: To note the correspondence received.

C14/78 Financial Matters – Payments

The following invoices have been received for payment:

HMRC	£1,989.01	Tax and NI
Wages Account	£5,000.00	
S Patience	£93.99	Neighbourhood Plan payments (stall rents, DVD player and lead)
CBS World	£42.93	Cornerfix's for Neighbourhood Plan Document
Barbara Henderson	£600.00	Neighbourhood Plan leaflet
CLS Displays	£270.00	Flexestand graphic panel for Neighbourhood Plan
Azure Printing	£344.65	Neighbourhood Plan Questionnaire
Azure Printing	£583.90	Printing of Neighbourhood Plan
Azure Printing	£449.08	Printing of Neighbourhood Plan leaflet
Alnwick Markets	£612.50	Contribution to rent of unit at Willowburn for Town Council and festival equipment for July - Sept
Greenlay (Grass Machinery) Ltd	£95.71	Machine Part and engine oil
Oswald Hughes	£72.00	Periodic Electrical inspection of Robertson's Pant
Oswald Hughes	£606.00	Periodic electrical inspections of the Cemetery Chapel, Cemetery Lodge and Workshop and Office including rectifying minor defects.
Local Living	£380.00	Contribution to Sunday Market publicity (Town Team budget)
W R Batey	£71.63	Stationery
NCC	£2,000.00	Erection costs of stage for Music Festival. (To be deducted from Music Festival grant)
Chris Bowden	£2,000.00	Cemetery pointing
Scottish Fuels	£689.49	Diesel Oil - cemetery
Northumbrian Water	£41.95	Water Rates
James McLean	£38.40	Tools
Bill Grisdale	£1885	Neighbourhood Plan documents design work

The Alwick Cryer	£304	Neighbourhood Plan form distribution
Wybone	£45.20	Shortfall on bin payment
Sue Patience	£28.00	Hire of market stall –neighbourhood plan
TOTAL	£18,243.44	

The following payments are now paid by direct debit and were reported for information		
BT	£107.06	Phone bills cemetery and cemetery lodge Paid 27 th August 14

The Grant payment for Alwick in Bloom (agreed under the budget) has been requested and also been paid. The payment was £1295 which reflected the fact that the Council was paying for the watering of the hanging baskets.

Councillor Broom queried the payment for the Cemetery pointing . The Town Clerk explained that work had been carried out satisfactorily and was for pointing 150sq metres of wall.

RESOLVED: To approve and authorise the above payment amounting to £19,538.44 and to note the direct debit payments of £107.06

C14/79 Feedback Local Multi-Agency Crime Prevention Initiative Meeting

Councillor Moore gave feedback on the last meeting. The parking issues at top of The Peth had been discussed again. Cones had been requested but that only ones with lights on top can be used and NCC did not have any of these available.

C14/80 Any Other Urgent Business

Councillor Farrar asked that, following the item at the last meeting regarding NCC's request for volunteers to carry out rights of way surveys, the Town Council could ask Susan Rogers to speak at a Town Council meeting.

Councillor Broom asked if there was an update on the litterbin at the bus station. The Town Clerk said it would be discussed at the Recreation & Amenities meeting on September 25th.

Councillor Patience reminded councillors that there was a neighbourhood plan community engagement session on September 18th between 6-9pm at St James Centre, Pottergate to which they were all welcome to attend.

Councillor Roberts thought it would be useful to invite Bob Hodgson from NCC (Terry Garnick's replacement) to a Town Council meeting.

Councillor Goodfellow asked if we knew how many fixed penalty notices had been issued. The Town Clerk said he would email the information to councillors.

Councillor Grisdale informed councillors that the Mayor's Carol Service will take place on Wednesday December 17th at 6.30pm. He also asked for volunteers for readings. Councillors Cairns, Humphries, Holt and Symmonds volunteered.

Meeting closed at 8.05pm