

**Minutes of the meeting of the Council held on Thursday 11<sup>th</sup> June 2015  
in the St James Church Rooms, Pottergate, Alnwick at 7.15pm**

**Present:** Cllrs B Grisdale (Mayor), P Allcroft, S Allcroft, G Castle, P Edge, 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, Town Clerk, Heather Cairns, County Councillor.  
Also present for the presentation (Minute C15/24) – P Biggers, M Murphy and D Taylor.

**C15/21 Questions from the Public**

None.

**C15/22 Apologies**

Councillor P Broom and D Farrar.

**C15/23 Declarations of Interest**

Councillor Castle declared a non-pecuniary interest in county council matters.

**C15/24 Presentation on the Alnwick Sustainable Transport Audit**

The Mayor introduced Margaret Robinson from NCC and Dr Martin Podevyn from Sustrans. Martin presented the findings of the Alnwick Town Centre Audit, this was one of 7 market towns surveyed. A copy of the draft report had been sent out with the agenda. He took councillors through the eleven areas of the town that were highlighted in the report and gave examples of possible solutions. Many of these covered shared space concepts and creating safe environments for walking and cycling. In answer to questions it was highlighted that £1m was to be allocated in 2015/16 across the seven towns to mark a start on projects and there was a commitment to continue funding. The importance of the Alnmouth Station cycle route was stressed as was the links to the south of the town and the new school site. The existing pedestrian and vehicle issues in Narrowgate and accommodating people with disabilities were also discussed. Martin stressed that at this stage, ideas had been generated but no detail and this was an opportunity to give feedback and have an input. Feedback was required by 10<sup>th</sup> July. It was agreed that the Clerk would collect comments and these would be placed on the agenda for the next Council meeting on 9<sup>th</sup> July.

**RESOLVED: That comments on the Audit be submitted to the Clerk by 1<sup>st</sup> July 2015, for consideration at the next Council meeting.**

**C15/25 Minutes of the Last Meeting – 14<sup>th</sup> May 2015**

The minutes of the previous meeting held on 14<sup>th</sup> May were not tabled and will be presented at the July meeting.

**C15/26 Mayor's Report**

An update on the Mayor's diary can be obtained at

**C15/27 Minutes of the Committees**

**a) Planning Committee Meeting (14<sup>th</sup> May 2015)**

The minutes of the Planning, Highways and Transport Committee held on 14<sup>th</sup> May were not tabled and will be presented at the July meeting.

**b) Cemetery Committee (21<sup>st</sup> May 2015)**

The minutes of the Cemetery Committee held on 21<sup>st</sup> May 2015 were not tabled and will be presented at the July meeting.

**c) Recreation & Amenities Committee (28<sup>th</sup> May 2015)**

The Minutes of the Recreation & Amenities Committee Meeting (28<sup>th</sup> May 2015) were tabled for approval.

**RESOLVED: The minutes of the Recreation & Amenities Committee meeting held on 28<sup>th</sup> May 2015 were agreed as a true record.**

The Recreation and Amenities Committee minutes contained a recommendation for the Council to consider. This related to the recent works at the Market Street toilets. The recommendation was discussed and agreed.

**RESOLVED: That The Town Council now pays the outstanding invoice but expresses disappointment with some of the works undertaken and asks the County Council to ensure improved standards of maintenance and cleaning are put into operation.**

**d) Finance & Policy Committee (4<sup>th</sup> June 2015)**

The minutes of the Finance & Policy Committee Meeting (4<sup>th</sup> June 2015) were tabled for approval.

**RESOLVED: The minutes of the Finance & Policy Committee meeting held on 4<sup>th</sup> June 2015 were agreed as a true record.**

The Finance and Policy Committee minutes contained a recommendation for the Council to consider (minute FP 15/07). In the light of new developments to the south of the town and following a discussion with Denwick Parish Council, Alnwick Town Council had previously agreed to ask NCC to undertake a community governance review with a view to changing the parish boundary between Alnwick and Denwick Detached. The Finance Committee had reviewed the boundary possibilities. The Finance & Policy Committee recommendation was considered and agreed.

**RESOLVED: That the Council agree the proposed parish boundary to the south of the town follows the Rugley Burn between Rugley Wood and the A1 and is linked to the existing boundary by the unnamed road running north from Rugley Wood towards Intake Farm and the A1 running north towards Alnwick.**

**C15/28 Approval of the 2014/15 Annual Return**

Draft 2014/15 accounts were tabled and approved at the last meeting. The Clerk tabled the 2014/15 Annual Return sections 1 and 2 for approval and took Councillors through each. Section 1 was the accounting statement and was outlined line by line. The Balances carried forward being £253,109 and the Bank Reconciliation being £255,214. He also explained that following the production of a new asset register the asset figure for 2013/14 had been restated to more accurately reflect the position. The internal auditor had confirmed the accuracy of the figures in Section 1. Section 2 contained the Annual Governance Statement and the Clerk explained that the majority of the matters had been considered by the Finance and Policy Committee during the year. He briefly explained the matters that the council needed to consider. The Finance and Policy Committee had considered the Annual Return at its meeting on June 4<sup>th</sup> and had recommended approval to the Council.

**RESOLVED: To approve the 2014/15 Annual Return accounting statements and governance statements.**

**C15/29 Report on the recent visit to Time Kommune by the Friends of Bryne and a proposed invitation to the Mayor to come to Alnwick in August 2016 to celebrate 30 years of twinning.**

Councillor Moore outlined how he had recently visited Time Kommune, our twin town in Norway as a member of a group of Friends of Bryne and the group had been made most welcome. August 2016 will mark the 30<sup>th</sup> anniversary of the twinning arrangement between Alnwick and Time Kommune and he suggested that the Council invite the Mayor of Time Kommune and perhaps two councillors to visit Alnwick, to mark the occasion. It was suggested that details for the visit could be determined by the Finance & Policy Committee. Councillors were also informed about the possible future links between the new High Schools in both towns.

**RESOLVED: To agree to host a civic visit from Time Kommune in August 2016 to mark the 30<sup>th</sup> anniversary of the twinning arrangement between Alnwick & Time Kommune, with the details to be finalised by the Finance & Policy Committee.**

**C15/30 Correspondence**

The clerk reported that the following correspondence had been received since the last meeting:

<b>Date</b>	<b>Detail</b>	<b>Action if any</b>
20 <sup>th</sup> May	NCC – Love Northumberland Hate Litter Campaign	Available from the Clerk on request
22 <sup>nd</sup> May	NCC Councillor S Bridget re Spirit Buses and Charges levied by Arriva	Discussed see Resolution below
31 May	HMP Northumberland Copy of Annual Report of the Independent Monitoring Board at HMP Northumberland	Available from the Clerk on request
31 <sup>st</sup> May	Notification of Date of 2016 Spring Show – 16 <sup>th</sup> April 2016	Noted
9 <sup>th</sup> June	NCC – Road Closure –	Noted

The clerk also informed Councillors that he had responded to an email that had been sent to all councillors about the use of glyphosate weedkiller. This would be considered at the next Cemetery Committee.

**RESOLVED: To note the correspondence and agree that the Mayor should agree to attend meetings with the relevant parties to see if the issues raised by Spirit Buses can be resolved.**

### C15/31 Financial Matters – Payments

The following invoices had been received for payment

PAYEE	TOTAL PAYABLE	VAT ELEMENT	DESCRIPTION
HMRC	£2502.74	0	Tax/NI payment for May
Wages Account	£4000	0	
NCC	£900.00	0	Fenkle Street Rent May - Nov
South Road Tyres	£139.20	£23.20	2 Tractor Tyres
Azure Printing	£143.74	£23.96	Cemetery Invoice Books
J Pibworth	£183.06	£30.51	Magna Carta Merchandise
Diamond Business Systems	£59.40	£9.90	Photocopier Service charge
AFS Country Store	£69.80	£11.63	Weedkiller
CBS Ltd	£30.00	£5	Photocopying
M Marshall & Sons Ltd	£51.48	£8.58	Radiator Repair
Zurich Municipal	£4850.23	0	Insurance Renewal
Sanders Plant & Waste	£6454.72	£1075.79	Cemetery Drive Repairs/patching
Local Living	£612.50	0	Willowburn unit rent April - June
Magna Carta Barons Assn	£119.96	0	Magna Carta Leaflets
Playdale Playgrounds Ltd	£309.40	£51.56	Play area parts
C Bowden	£500	0	Bin Stores at cemetery
Harrisons	£209.94	£34.99	Flags (Town Team expenditure)
Northumbrian Water	£1,434.53	0	Water Bills Cemetery, Allotments and Robertson's Fountain
Wilson Taylor	£102	0	Framing Magna Carta facsimile
Rix Petroleum	£539.18	£25.68	Diesel
<b>TOTAL</b>	<b>£23,211.88</b>	<b>£1,300.80</b>	

Councillor Symonds highlighted the insurance premium which represented a considerable saving on the previous premium and had been obtained through competitive quotes.

In addition, at the Recreation and Amenities Committee it had been agreed to pay Alnwick Markets £600 towards the costs of the proposed events filling the Food Festival gap in 2015 and earlier on the agenda it was agreed to pay the outstanding invoice of £3,000 to Northumberland County Council for the toilet refurbishment.

The following payments are now paid by direct debit and were reported for information			
BT	£25.34	£4.22	Phone Bill Fenkle Street Paid 25 <sup>th</sup> May
BT	£68.98	£11.49	Phone Bills Cemetery & Cemetery Lodge Paid 27 <sup>th</sup> May

**RESOLVED: To approve and authorise the above payments amounting to £26,811.88 and to note the direct debit payments of £94.32**

**C15/32 Any Other Urgent Business**

Councillor Castle informed Councillors that there was to be a site meeting to look at the repairs done on the cobbles to see if the repaired area could be darkened.

The meeting closed at 8.57pm.