



ALNWICK TOWN COUNCIL

Cemetery Lodge Office
South Road
Alnwick
Northumberland NE66 2PH

Your Ref:

Our Ref: FC/1 /2016

Dear Councillor

Clerk to Council

Bill Batey

Tel: 01665 714922

Mobile: 07971 810267

8th January 2016

The next meeting of the Council will be held on **Thursday 14th January 2016** in St James Church Rooms Pottergate Alnwick at **7.15pm**. 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. Presentation to Mr R McConnell former Cemetery Superintendent, on his retirement
5. Request for a Dispensation
6. Minutes of the Last meeting – 10th December 2015
7. Matters Arising
8. Mayor's Report
9. Minutes of the Committees
 - a) Planning Committee Meeting (10th December 2015)
 - b) Finance & Policy Committee (17th December 2015)
10. 2015/16 budget update, to agree the 2016/17 budget and to set the 2016/17 Precept.
11. Review of Constitution
12. Draft Accounts for the Mechanics Institute 2015/2016
13. Notes of the Away Day held on 9th January 2016
14. Correspondence
15. Feedback Local Multi-Agency Problem Solving Initiative Meeting
16. Financial Matters – Payments
17. 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 5

Request for a Dispensation

Guidance from Northumberland County Council relating to declarations of interest when setting the budget and precept, is that all councillors should apply in writing for a dispensation to the Council to enable them to be involved and vote. At the start of the meeting the clerk will circulate a form and ask councillors present to sign it (this covers the application in writing). Under this agenda item we will acknowledge the receipt of the requests for dispensations and will then vote on granting the dispensation.

Recommendation: That the Council grants a dispensation to all Councillors to enable them to participate in full decisions relating to the setting of the 2016/17 Budget and Precept.

Agenda item 7

Mayor’s Report

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

Agenda item 10

2015/16 budget update, to agree the 2016/17 budget and to set the 2016/17 Precept.

A budget update for 2015/16 will be given at the meeting by the clerk.

Recommendation: a) To note the 2016/17 budget position

Each of the Council’s committees has approved a recommended budget for 2016/17, these are as follows:

Committee	Net Expenditure
Cemetery	£28,450
Recreation & Amenities	£70,055
Finance & Policy	£119,748
TOTAL	£218,253

Some of the main changes to the proposed committee budgets for 2016/17 are as follows:

- An additional £7,000 towards bigger office accommodation
- An additional £10,000 for Neighbourhood Plan/Community Action Plan delivery
- An additional £2,250 for town twinning visit
- Increased grants and events support of £2,575
- An additional £10,000 towards a new tractor at the cemetery

The overall recommended budget for 2015/16 following the committee meetings was therefore £218,253

The Council held an away day on Saturday 9th January 2016 and a number of issues with budget considerations were discussed. Arising from the discussions the following additions to the budget were recommended:

- To fund an extra daily clean of the toilets in the Shambles between April and October by NCC and to look to secure and pay up to three local businesses to participate in the 'Your Welcome' scheme. Under this scheme businesses make their toilet facilities available to the public. (Budget £6,000).
- To increase the budget for the delivery of projects (neighbourhood plan and other council priorities) by £5,000. (Making £15,000 in total)
- To set aside a budget of £7,200 to provide for work equivalent to 1 day a week to be spent on economic development, plus up to £2,000 to cover any associated costs (room hire and other meeting costs, promotion etc.). It is recommended by the Clerk that this can be accommodated out of 2015/16 budget underspend, as the Project and Funding Officer post was not filled until November and budget provision was made for the full year.
- To become actively involved in the town's CCTV review (being undertaken by NCC) and to make an appropriate budget provision which could fund camera coverage of the entrances to the toilets in the Shambles. (The Clerk will update Councillors on this, at the meeting).

These additions give a recommended total budget of £229,253 plus any costs arising from the CCTV item.

Recommendation: b) To approve the 2016/17 budget of £229,253, plus any costs arising from the CCTV item.

Having agreed the budget the Council must then set the precept. At the Finance and Policy Committee on 17th December 2015, the Committee considered the extent to which reserves should be used to support the 2016/17 budget. The Committee has recommended reserves are not used to reduce the precept in 2016/17.

The Finance and Policy Committee also reviewed the Town Council precept for 2015/16 in comparison to other town councils in Northumberland. In 2015/16 the average Town Council precept for a Band D dwelling was £92.31, compared to £84.76 for Alnwick. The highest in the northern area was Morpeth at £111.80, whilst the overall highest was Choppington at £140.72.

Recommendation: c) to set a precept for 2016/17 of £229,253, plus any costs arising from the CCTV item.

Agenda item 11**Review of the Constitution**

Under the Council's constitution it is a requirement to have an annual review. It is therefore proposed to have a working group meeting, to which all councillors are invited, to undertake the review and report back to the March or April Council meeting. The proposed date for the working group will be given at the meeting.

Agenda item 14**Correspondence**

The following correspondence has been received since the last meeting:

Date	Detail	Action if any
19 Dec	NCC – Road Closure C92 Bank Top Junction to Deanmoor Junction expected closure 18 th Jan – 5 th Feb	To Note
22 Dec	NALC – Briefing on future audit arrangements	To be considered by next Finance Committee
4 Jan	Request for dog bin near 59/60 Willoughby Park	To consider
8 Jan	CAN e –news	Available from the clerk on request

Recommendation: That the correspondence received be considered.

Agenda item 16**Financial Matters –Payments**

The following invoices have been received for payment (as at 8th January); this list will be updated at the meeting, if necessary.

PAYEE	TOTAL	VAT	DETAIL
HMRC	£2,855.98	£0	Tax/NI payment for Dec
Wages Account	£5,000	£0	
John Gray Ltd	£126.00	£21.00	Repair to Hedge cutter
Chubb	£162.95	£27.16	Annual Contract – fire equipment, cemetery
Information Commissioner	£35	£0	Data Protection Registration
James N McLean	£19.98	£3.33	Gloves and parts
Playdale Playgrounds Ltd	£1,084.94	£180.82	New Team Swing (Swansfield park)
Town & Country Tree Surgeons Ltd	£648.00	£108.00	Tree works following storm damage (cemetery)
Streetscape	£1,518.00	£253.00	New Play Area Gate, (Alnwick North)
NCC	£763.20	£127.20	Stage Erection for Christmas Lights
J Turnbull	£250	£0	JCB Training & Assessment
St James's Church Centre	£225	£0	Room Hire Oct - Dec
TOTAL	£12,689.05	£720.51	

The following payments are now paid by direct debit and are reported for information		
BT	£100.65	phone bills cemetery and cemetery lodge paid 29 th Dec
npower	£189.97	Robertson's Pant and Town Hall Clock
Northumbrian Water	£1,365.96	Water bills Cemetery(2), Allotments and Robertson's Fountain. paid 4 th Jan
BT	£27.65	Fenkle Street phone bill paid 21 st Dec

The following grants were approved for payment by the Finance and Policy Committee on 17th December:

Organisation	Grant Award
Alnwick and District Playhouse Trust	£1,400
Bailiffgate Museum	£1,400
Hospice Care North Northumberland	£1,400*
Northumberland CAB (Alnwick Office)	£1,400
Alnwick & District Sports Council	£350
Alnwick Town Juniors FC	£400
Alnwick Amateur Boxing Club	£400
Alnwick Cricket Club	£400
Alnwick Rugby Club	£400
Northumberland Touring Theatre Company	£500
Lionheart Radio & Media CIC	£600*
Community@NE66	£350*
League of Friends of the Alnwick Hospital	£400*
Lionhearts Service User Group - Alnwick	£400
RE-NU-IT	£500*
Friends of the Bullfield Community Orchard	£400
Northumberland Credit Union	£200*

*LGA 1972 s137 Expenditure

Recommendation: To approve and authorise the above payments amounting to £12,689.05, to note the direct debit payments of £1,684.23 and to authorise the grant payments of £10,900.