

**Minutes of the meeting of the Council held on  
Thursday 14<sup>th</sup> July 2016  
in St James Church Rooms, Pottergate, Alnwick at 7.15pm**

- Present** Cllrs A Symmonds, S Allcroft, P Allcroft, S Bell, P Broom, G Castle, P Edge, W Grisdale, M Harrington, P Holt, G Mavin, S Mavin, S Patience, A Shilton and M Swinbank.
- In attendance** W Batey, Chief Officer and Town Clerk, J Pibworth, Assistant to the Town Clerk, T Kirton, Project & Funding Officer, County Councillor H Cairns, Dr G Syers (GS) and T Brown (TB) from Bondgate Surgery, Dr C Wilson (CW) from Infirmary Drive Surgery and Inspector Liz Hall, Northumbria Police.

**C16/35 Questions from the public**  
None.

**C16/36 Apologies for absence**  
Cllr. J Humphries.

**C16/37 Declarations of Interest**  
Councillors Castle, Grisdale and Patience declared a non-pecuniary interest in Item 9 and Councillor Castle declared a non-pecuniary interest in county council matters.

**C16/38 Presentation by Doctor Syers and colleagues about the changes to the NHS and the implications for Alnwick**

Doctor Syers explained some of the challenges and opportunities faced by medical practices in the area:

Challenges

- Alnwick used to have a health forum
- Demand had gone up exponentially (15%) but that resources had remained the same
- More older people living in the Alnwick area
- There are issues with recruitment and retention with a reduction in the number of people applying to work in the service.
- It is a very rural patch covering a very large area of North Northumberland
- Alnwick has a lot of residential/nursing homes which has a knock on effect on services

Opportunities

- The practices will be moving to a new booking system and will be using the telephone much more to provide services
- There are new pharmacists in Alnwick who will be visiting patients in nursing homes and in their own homes
- More nurse practitioners will be used to provide services
- Could use pharmacy services more for patients as minor injuries clinic is being used to much
- All 11 practices in North Northumberland are using the same computer system which gives more synergy

- There was opportunities to work better with other health organisation. Current issues connecting with mental health organisations
- Value for money issues will be bought to a central board to maximise services available for patients

He ended by saying that their remit was to provide the best service for Alnwick.

Councillor questions:

Councillor G Mavin advised that the Town Council were trying to attract to Alnwick and if they could do anything to help the surgeries recruit staff.

Councillor G Mavin asked about the surgery's capacity to cope with increased residents.

Councillor Cairns advised that the new care home planned on the bus station site had identified a potential issue with the number of new patients. NCC Planning had not taken into account anything the surgery had to say about the potential issue.

Councillor Castle advised that NCC had expressed views that there was no need for the extra facilities. He wondered if there was a better use of resources if people are together in a care home. GS advised that people are generally happier if they stay at home and with the high turnover of staff at residential and nursing homes it was not always easy for people to be settled.

Councillor Holt thought that communication was good but people were confused about which part of the service they should contact.

Councillor S Allcroft asked about the patient participation groups. TB advised that they meet quarterly. GS added that they needed to find out what people want.

Councillor Symmonds advised councillors that the Patient Consulting Group minutes were available on-line. He added that everyone was aware of the pressures put on that medical service. He thanked Graham and his staff for coming to talk to the council.

**C16/39**

**An update on policing matters in Alnwick by Inspector Liz Hall**

Inspector Hall started by saying that resources was an issue for everyone. She advised that Chief Constable Ashman had decided that he would not reduce the number of front line officers.

She reported there are five Neighbourhood Sergeants, plus 24/7 sergeant and inspector support so people should not see any difference in the local contacts / station staff.

Inspector Hall advised that there was more telephone services being offered to people and that the website was simpler to use and would link to the right police or non-police personnel. She also reported that she had asked for a presence at events in the town.

She advised that safeguarding was a high priority and that this included domestic violence and burglary.

Councillor questions:

Councillor S Allcroft thought there seemed more vandalism in Alnwick. Insp Hall said she was aware of the graffiti issue. She advised that there was a rise in anti-social behaviour in the town. She also advised that there had been a recent drugs seizure and that several young people were being prosecuted.

Councillor S Allcroft asked if there were police patrols at night. Insp Hall advised that night patrols were taking place supported by Neighbourhood Support Officers.

Councillor Broom advised that he had dialled 101 on the previous Saturday evening regarding an incident at the bus station. He confirmed that he had received an excellent

service form the 101 team but felt that more ground patrols were needed. He felt that officers could walk through the town in the early evening rather than driving. He also felt that the bus station was an ideal spot for a CCTV camera.

Councillor Holt endorsed Councillor Broom's comments about the bus station and confirmed that people throwing bottles was a particular problem.

Inspector Hall confirmed that she had set up three weekly meetings with the High School to discuss pupils. She had also enquired as to whether the old school grounds could be used for dog training as this would provide policing on the site.

Councillor Symmonds advised that the Town Council and the County Council were very supportive of the police and will buy the best CCTV system they can afford to support their work.

He concluded by thanking Inspector Hall for her time and welcoming her to Alnwick.

#### **C16/40 Mayor's Report**

The Mayor reported that he had attended Whittingham First School as part of the Paralympic GB Rio 2016 Torch Tour.

He had also attended the two flag ceremonies during Armed Forces week. During the same week he had attended the re-opening of the new exhibits at the Fusiliers Museum.

He advised that he had also taken part in two events to mark the 100<sup>th</sup> anniversary of the start of the Battle of the Somme on July 1<sup>st</sup>. The first was the whistle blowing event at 7.30am and the second, a wreath laying ceremony and service at the War Memorial at 7.00pm.

#### **C16/41 Minutes of the Last meeting**

The minutes of the Full Council meeting held on 9th June 2016 were tabled for approval.

**RESOLVED: The minutes of the meeting held on 9th June 2016 were agreed as a true record and duly signed.**

#### **C16/42 Matters Arising**

**C16/30 NATURAL BURIAL AREA** – the Town Clerk advised that the first burial in the Natural Burial had taken place on July 8<sup>th</sup>.

#### **C16/43 Neighbourhood Plan**

The Town Clerk advised that the version which had been emailed out to councillors was hopefully close to the final version. Some small wording changes were still needed in light of the changes made to the plan following the inspectors' report and advised that the plan needed endorsement from the Full Council with delegated authority to the Mayor and Town Clerk to agree the wording changes needed.

He went through the changes to the policies from submission to final modified version. Of the 67 policies in the original document the inspector had reduced this to 42 and Northumberland County had reinstated three, with some supporting text, giving a total of 45 policies.

Community Action Proposals (CAP's) – The Town Clerk advised that the Neighbourhood Plan had a large number of CAPS, to be achieved over 15 years, many of which the Town Council would lead on.

The Project & Funding Officer gave an update on the progress on some of the CAPS:

H CAP2 – Housing Needs Survey is in progress with 22.2% of the forms being returned. 1<sup>st</sup> data should be available at the Finance & Policy meeting in August.

TC CAP2 – Town Team survey. 120 letters issued but low return.

TC CAP3 – Well signed access. Started and report will be produced. Bus shelter survey to be undertaken shortly.

ENV CAP4 – Improvements to allotments. Ratten Row – allotment association being progressed. St Georges – allotment holders not in favour of water supply.

The Town Clerk explained that the 2<sup>nd</sup> list on the circulated papers, were CAPs where other organisations would be the lead but the Town Council were delivery partners.

Councillor Swinbank asked how priorities would be decided. The Town Clerk advised that the Project & Funding Officer had put together an action plan with dates which the Finance & Policy committee would review and update.

Councillor Moore advised that parking for campervans were still an issue in the town and felt this should be added to the CAPs in the Transport section of the Neighbourhood Plan.

**RESOLVED: To endorse the final version of the Neighbourhood Plan, with delegated authority given to the Town Clerk in consultation with the Mayor to make any final changes and to agree the action plan for the implementation of the Community Action Proposals.**

**C16/44 Minutes of Committees**

Minutes of the Planning, Highways and Transport Committee Meeting (9th June 2016) were tabled for approval.

**RESOLVED: The minutes of the Planning, Highways & Transport Committee meeting held on 9<sup>th</sup> June 2016 were agreed as a true record.**

Minutes of the Finance & Policy Committee Meeting (16<sup>th</sup> June 2016) were tabled for approval.

**RESOLVED: The minutes of the Finance & Policy Committee held on 16<sup>th</sup> June 2016 were agreed as a true record.**

Councillor S Allcroft advised councillors that at the Finance & Policy meeting in June minute FP16/04 was to recommend to Full Council that the Town Council purchase rather than lease a van.

Councillor Broom asked if the van would be signed and boarded out. The Assistant to the Town Clerk advised that it would.

**RESOLVED: To purchase rather than lease a council van.**

**C16/45 Correspondence**

The following correspondence had been received since the last meeting:

Date	Detail	Action if any
15 <sup>th</sup> June	NCC – Core Strategy Major Modifications Consultation (deadline 27 <sup>th</sup> July) <b>(a)</b>	Considered by Planning Committee
15 <sup>th</sup> June	Local business owner – requesting update on consideration of pedestrian priority for Narrowgate and better signage	To obtain from NCC

17 <sup>th</sup> June	NCC – Consultation on Household Waste Recovery Centre opening arrangements	Discussed
28 <sup>th</sup> June	NALC - enews	Circulated
5 <sup>th</sup> July	NALC - enews	Circulated
7 <sup>th</sup> July	Advanced Notice of Willowburn Trading Estate consultation event on 18 <sup>th</sup> July	Noted
8 <sup>th</sup> July	NCC – Supported Bus Service Review <b>(b)</b>	Considered by Planning Committee
14 <sup>th</sup> July	NCC – implementation of charge for inert DIY waste such as baths	Noted

- (a)** The Town Clerk informed councillors that there is an event at Alnwick Cricket Club on July 25<sup>th</sup> between 3-7pm.
- (b)** Changes to the X15 and X18 will support routes to the new high school.

**RESOLVED: To accept the correspondence.**

#### **C16/46 Financial Matters – a) Payments**

The following invoices had been received/payments were due:

<b>PAYEE</b>	<b>TOTAL</b>	<b>VAT</b>	<b>DETAIL</b>
HMRC	£3,407.16	£0	Tax/NI June 2016
Wages	£7,000	£0	Transfer to Wages Acc.
Bari Tea	£120.00	£20.00	Refreshments for Armed Forces week
Bill Grisdale Design	£660.00	£0	Town Trail Update 2016 (Town Team)
Playsafety Limited	£558.60	£93.10	Annual Inspection of Play Areas
A Symmonds	£15	£2.50	Council Chain Badge repair
Azure Charitable Enterprises	£1,221.55	£0	Town Trail Leaflet reprint (Town Team)
W R Batey	£89.69	£14.95	Snap Frames & stationary
Northumberland Estates	£76.85	£12.81	Armed Forces week refreshments

James McLean Ltd	£268.72	£44.79	Tools & Equipment
Diamond Business Systems	£59.40	£9.90	Photocopier contract
Playdale Ltd	£81.31	£13.55	Play area parts
<b>TOTAL</b>	<b>£13,558.28</b>	<b>£211.60</b>	

The following payments were now paid by direct debit and were reported for information:			
npower	£67.54	£3.21	Electricity bill for Town Hall Clock
Northumbrian Water	£1392.58	£0	Water Bills – Allotments, cemetery (2) and Robertson’s Fountain.
BT	£31.04	£5.17	Cemetery Office
BT	£42.84	£7.14	Fenkle Street

In addition, a prize draw was included as part of the Housing Needs Survey to encourage a good response. Cheques for £250, £100 and £50 were required for the 3 winners.

**RESOLVED: i) To approve and authorise the above payments amounting to £13,958.28; ii) To note the direct debit payments of £1534**

**Financial Matters – b) Budget update and bank reconciliation**

The Town Clerk issued a bank reconciliation sheet and an Income and Expenditure sheet for the first quarter of the year to June 30<sup>th</sup> 2016. This showed total income to date of £130,386.56 and expenditure of £45,391.41.

**RESOLVED: To accept the budget update and bank reconciliation.**

**C16/47 Any Other Urgent Business**

Councillor Grisdale asked if any correspondence had been received about cuts from NCC.

Councillor Symmonds informed councillors that there was a Civic Reception for the Alwick International Music Festival on July 31<sup>st</sup> at the Northumberland Hall to which all councillors / officers and guests were invited.

Councillor Grisdale asked what had happened to the turn off to McDonalds. Councillor Moore confirmed that they had asked for an extension to the date.

The meeting closed at 8.59pm.

