

**Minutes of the meeting of the Council held on
Thursday 8th September 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, M Harrington, P Holt, J Humphries, G Mavin, S Mavin, K Moore and M Swinbank.

In attendance W Batey, Chief Officer and Town Clerk, J Pibworth, Assistant to the Town Clerk, Tim Kirton, Project & Funding Officer and Heather Proudlock, NCC Section 106 Officer.

C16/62 Questions from the public

None.

C16/63 Apologies for absence

Cllrs. Grisdale, Patience and Shilton.

C16/64 Declarations of Interest

Councillors Castle and Symmonds declared a non-pecuniary interest in Item 14. Feedback from Town Team and Councillor Castle declared a non-pecuniary interest in County Council matters.

C16/65 Presentation on Section 106 by Heather Proudlock, NCC Section 106 Officer

Heather explained that Section 106 is a legal agreement attached to planning approvals. She added that there was a list of areas which Section 106 could cover and that across Northumberland there are 2,000 Section 106 agreements.

She added that for new developments a Section 106 contribution was only requested if the development does not meet all the planning policies and has an adverse effect. It is also Government policy that the Section 106 sits with the development site.

In Alnwick the requirement that Section 106 contribution is used for the Sports & Recreation is still valid. This could include maintenance of open space or expansion / maintenance of sports facilities.

Councillor G Mavin asked about the new Greensfield development. Heather explained that there was a Section 106 agreement in place for over £100k to cover traffic calming, public transport and recreational money. She added that the money would be released when the 100th house was occupied.

Heather explained that Section 106 agreements can also be for affordable housing, travel schemes and employment and training. She added that the adverse need must be documented.

Councillor S Mavin asked who made the decision about the need for a Section 106 agreement. Heather advised that this was done by the Planning Officer.

Councillor S Mavin asked if there were objections from developers. Heather advised that there was.

Councillor Holt explained that she had dealt with Section 106 in the past and asked if further money could be applied for from other schemes. Heather advised that they couldn't as there are pooling restrictions and any new Section 106 schemes had to be named as belonging to a specific site.

Councillor Swinbank asked if NCC could ask for anything on the list in Alnwick. Heather explained that they could.

Councillor Humphries felt that the £100k from the Greensfield was an insult as it was a very low sum per house. The Town Clerk advised that there were other parts of the Section 106 agreement for the Greensfield development on top of the £100k.

Councillor Edge asked if the Section 106 contribution could go to a longer term project rather than a one off payment. Heather explained that some Section 106 agreements have clawback dates after which developers can get their money back if it is not spent.

Councillor Swinbank thanked Heather for the overview and advised her that the Town Council would like to get involved in the pre planning process when Section 106 agreements were discussed. Heather felt it was a good thing that the Town Council wanted to get involved in the Section 106 process. She added that a report or survey identifying the adverse effect would be needed as part of this process.

Councillor Swinbank asked if all developers go through Pre Planning. Heather advised that they didn't. Councillor Swinbank asked how the Town Council could input into the developments where Pre Planning wasn't done. Heather advised that NCC encourage all developers to go through a Pre Planning application stage.

Councillor Swinbank asked if there was any outstanding Section 106 money. Heather said at the moment there wasn't but there could be some unused money coming back.

Councillor G Mavin advised Heather that the Town Council wanted to get ahead of any future developments by coming up with a wider list than Sports & Recreation. Heather explained that the items needed to match the Alnwick District Policies and until the local plan was adopted the Alnwick District document was used. She added that any additional need would need to be evidenced.

Councillor Symmonds thanked Heather for her presentation. Heather said it was nice to have been asked to come and address the Town Council.

C16/66

Mayor's Report

The Mayor reported that the previous month had focused on the visit by the civic party from Time Kommune and the Friends of Alnwick. He felt that the visit had been very helpful and informative. During the visit the civic party had a meeting with representatives of the Town Council and had discussed a number of areas including unemployment, green/environmental issues. They had found the visit very productive and would promote Alnwick widely in Norway.

A civic reception had been held at Bailiffgate Museum for the civic party and Friends of Alnwick and their hosts with an exchange of gifts. Alnwick gave Time Kommune a photograph of Alnwick Castle whilst they had received a ceramic bowl by a local Norwegian artist. Everyone who attended the civic reception to celebrate the 30th anniversary of the signing of the Twinning Charter had received a small inscribed shot glass as a commemorative gift.

He added that he and the Deputy Mayor had been guests at Alnwick Castle, accompanied by the Mayor and Chief Executive of Time Kommune, for the Captain's Dinner which had been part of the celebrations of the Tall Ship event

in Blyth. The Mayor of Time Kommune had invited Town Council councillors and officers to visit Norway at the end of May 2017.

He advised councillors that the date of the Civic Carol Service was December 14th at St Michael's Church and that his chosen charity this year was the Alnwick Stroke Club.

Councillor Holt said she had very much enjoyed the dinner at the Plough with members of the Norwegian civic party and Town Council officers and thanked the Town Council for the invitation.

C16/67 Minutes of the Last meeting

The minutes of the Full Council meeting held on 11th August 2016 were tabled for approval.

RESOLVED: The minutes of the meeting held on 11th August 2016 were agreed as a true record and duly signed.

C16/68 Matters Arising

None.

C16/69 Consideration of request for additional bus shelters

The Town Clerk advised that the Town Council had received a request from the Duchess Community High School for bus shelters in Taylor Drive. The Project & Funding Officer explained that he was discussing with NCC the best type of bus shelters to use and the most suitable locations. He added that a new bus shelter had been installed on Taylor Drive but that this was not for school use.

Councillor G Mavin asked why the bus shelters were not done when the school was being designed. He asked if NCC could be asked for funding.

The Town Clerk advised that the school had asked NCC for funding but had been told it was the Town Council's responsibility. He felt that the usage patterns needed to be looked at before deciding on locations for the new bus shelters.

Councillor Swinbank said he agreed that the Town Council would provide bus shelters but felt that setting a budget at this point could not be done. He suggested that the Recreation & Amenities Committee look at the matter and report back to Full Council.

The Town Clerk advised that there was only a small budget in Recreation & Amenities for bus shelters which would be used for repairs to existing bus shelters.

Councillor G Mavin said that although the Town Council had agreed to pay for the new bus shelters they should ask NCC for a contribution towards the cost. He added that some pupils were having to walk to St Paul's to get a bus home but that there was a change of plan to put a minibus in place for pupils.

Councillor S Allcroft felt that it should have been planned better and that the Town Council should ask NCC for a contribution towards the cost.

Councillor Moore asked if the new school was in Denwick. The Town Clerk confirmed it was but that the bus shelters would be in Alnwick.

Councillor Swinbank advised councillors that the Town Council have been looking at safe routes to school.

Councillor Castle advised that there would be more pupils in 2017 and that this would compound the issue.

Councillor Broom advised that there was currently no crossing person at St Paul's.

RESOLVED: To add bus shelters to a future Recreation & Amenities Committee agenda and then feedback to Full Council.

C16/70 Consultation of proposal to make a Public Spaces Protection Order for the control of dogs

The Town Clerk explained that there was a legal requirement for NCC to replace all existing dog control orders with a Public Spaces Protection Order. These new Dog Control Orders would include the play areas in Alwick and the Town Council were being asked for their comments.

RESOLVED: To support the NCC recommendation for the replacement of the Dog Control Orders with Public Spaces Protection Orders.

Councillor Broom asked if anything could be done with the area around the Hotspur Statue as dog fouling was taking place. Councillor Castle advised that this could only be done if dogs were excluded from the area.

C16/71 Committee Membership

The Town Clerk explained that at present there was a vacancy on the Planning Committee and that Councillor Susan Bell had expressed an interest in joining the committee.

RESOLVED: To appoint Councillor Susan Bell to the Planning Committee.

C16/72 Minutes of Committees

Minutes of the Planning, Highways and Transport Committee Meeting (11th August 2016) were tabled for approval.

RESOLVED: The minutes of the Planning, Highways & Transport Committee meeting held on 11th August 2016 were agreed as a true record.

Minutes of the Finance & Policy Committee Meeting (18th August 2016) were tabled for approval.

RESOLVED: The minutes of the Finance & Policy Committee held on 18th August 2016 were agreed as a true record.

Councillor S Allcroft advised councillors that there was a recommendation from the Finance & Policy committee to allocate a budget of up to £750 for the cost of the Blue Plaque for William Davison.

The Assistant to the Town Clerk reminded councillors that William Davison was a very influential person in Alwick having worked as a printer and pharmacist from 1802 until his death in 1858. He had also been responsible for bringing gas to Alwick, was one of the founders of the Mechanics Institute and had owned and run the Alwick Mercury, the forerunner of Northumberland Gazette.

She advised that she had written to a number of businesses and organisations in the town requesting a contribution to the costs of the Blue Plaque and had to

date received contributions of £250.

RESOLVED: To agree a budget of up to £750 to progress the William Davison Blue Plaque.

C16/73

Correspondence

The following correspondence had been received since the last meeting:

Date	Detail	Action if any
19 th Aug	Alnwick in Bloom – invitation to attend Northumbria in Bloom presentation awards 14 th September, 10.30am, Gateshead	Assistant to the Town Clerk to attend
19 th Aug	NCC Community Regeneration Team – Details of new structure, Iain Hedley to cover Alnwick area	To note
26 th Aug	NCC – Masonry Arch Refurbishment Hadwins Close Culvert – works due to start 7 th Nov. Road closure for approx. 16 weeks	To note
26 th Aug	NCC – Annual Conference for Town & Parish Councils. Thursday 13 th Oct. (2pm – 4pm) or 4pm – 6pm). Two delegates per council	Choose 2 delegates
29 th Aug	Visitor and motorcyclist about parking ticket received in Alnwick (i)	Ticket successfully appealed but wider issue considered
30 th Aug	Message of Thanks from Civic Party from Time Kommune and from Friends of Bryne	To note

- (i) Councillor Bell reported that there were 4 motorbikes parked on the apron outside the Castle in Bailiffgate.
- (ii) The Mayor thanked Town Council officers for their support during the Civic Party visit and Councillor Moore added his thanks on behalf of the Friends of Bryne.

RESOLVED: (i) For the Mayor and Deputy Mayor to attend the NCC Annual Town & Parish Council Conference; (ii) To accept the correspondence.

C16/74

Financial Matters – Payments

The following invoices had been received/payments were due:

PAYEE	TOTAL	VAT	DETAIL
HMRC	£3,423.89	£0.00	Tax/NI August 2016
Wages	£7,000	£0.00	Transfer to Wages Acc.
Mr J Farmer	£36.00	£0.00	Reconnection of tap on Ratten Row allotment
AA Taxis	£90.00	£15.00	Town Twining Civic Party transport from airport

Coogar Gifts	£126.50	£16.50	Town Twinning gifts – engraved shot glasses for Civic reception visitors
Rothbury Motors	£120.00	£0.00	Town Twinning Civic Party transport to airport
R Turnbull & Son Ltd	£537.00	£89.50	Town Twinning Civic reception buffet
J Pibworth	£41.96	£6.99	Town Twinning Civic gifts £32.52, stationery for gifts £9.44
W R Batey	£555.85	£72.04	Twinning visit – Civic gift £38, refreshments £4.88, lunch £56.60, evening meal and drinks £171.90. Civic reception drinks / glasses £75.90, Reglazing old gift £14. Stationery £127.87, Postage £66.70.
St James's Church Centre	£75.00	£0.00	Room booking 25/8/16
James N McLean	£156.35	£26.06	Tools and equipment
Local Living	£612.50	£0.00	Willowburn Unit rent July – Sept
Andrew Carr	£380.00	£0.00	Power washing
NCC	£1,516.66	£252.78	Erection of stage/stalls
NCC	£12,960.00	£2,160	Annual planting of hanging baskets
NCC	£2,276.88	£379.48	Watering of 80 hanging baskets (A in B)
Craiggs Travel	£400.00	£0.00	Twin town transport to Boulmer and Blyth
Bailiffgate Museum	£48.00	£0.00	Room hire for Town Twinning Civic Reception
Diamond Business Systems	£59.40	£9.90	Photocopier Contract
TOTAL	£30,415.29	£3,028.25	

The following payments were now paid by direct debit and were reported for information:			
BT	£76.80	£12.80	Fenkle Street - Broadband
BT	£75.22	£12.53	Cemetery Lodge and Fenkle Street

RESOLVED: To approve and authorise the above payments amounting to £30,415.29 and ii) To note the direct debit payments of £152.02.

C16/75 Feedback from Town Team

The Project & Funding Officer gave an update from the last Town Team meeting in August. He explained that the one of the areas discussed at the meeting was the need for the Town Team to have a constitution as the lack of a constitution document meant that they could not apply for grants. The draft constitution had been circulated and the comments received would be discussed at the September meeting.

Two of the recommendations from the comments were that the Town Team have a page on the Town Council website and that festival organisers were asked to a Recreation & Amenities committee meeting.

Councillor G Mavin commented that he had been critical in the past on the Town Team's lack of transparency and that he had some issues with the content of the draft constitution document. He also did not like the concept of banners on the outside of Northumberland Hall, a Grade I building, as there were very few other banners around the town but felt that the initiative about artwork in the bus station was a good one.

He also expressed concern that the Town Team were not a project organisation and had a very low number of attendees from not a very wide group of members. He was also concerned that once a constitution was in place they may split away from the Town Council. He proposed that the Town Council not act as the accountable body for the Town Team.

Councillor S Mavin wondered if the Town Team were trying to take over from the Town Council. Councillor Symmonds advised that he had attended his first Town Team meeting, as Mayor, in June and had not felt that way.

Councillor Castle advised that Alnwick has a Town Team because nothing else had replaced the Development Trust. It had been bought together to promote the town as there are things which the Town Council cannot do. He explained that he could support the idea of pulling away from the Town Team at this point.

Councillor Swinbank supported Councillor Castle's comments and agreed that the Town Team should be supported.

Councillor S Allcroft also supported Councillor Castle's comments but agreed with Councillor G Mavin about the banners on the outside of Northumberland Hall.

Councillor G Mavin agreed to hold over any discussion until the Town Team had met again. He said he would also like a discussion about a community forum.

Councillor G Mavin withdrew his proposal.

C16/76 Any Other Urgent Business

Councillor Castle felt that the Town Council should consider the car parking arrangements in the town and how they were working.

Councillor Harrington felt that the car parking arrangements should be discussed and reported at the Planning Committee and should include motorcycle parking.

Councillor Broom commented that the buses going down South Road were the X15 and X18 only.

Councillor Edge thanked councillors who had sponsored him and advised that he had raised £1,200.

The meeting closed at 8.48pm.