

## **Alnwick Town Team**

Minutes of the meeting of Alnwick Town Team held at 5pm on Tuesday, September 20th 2016 at The Pavilion, Alnwick Garden.

**Present:** Cllr. Alan Symmonds (Chairman), Cllr. Gordon Castle (GC), Sue Patience (SP) (Gallery Youth Project), Philip Angier (PA) (Local Living), Mark Brassell (MB) (Alnwick Garden), David Lovie (DL) (Civic Society), Dave Campbell (DC) (Northumberland County Council), Janet Pibworth (JP) (Alnwick Town Council), Tim Kirton (TK) (Alnwick Town Council)

### **1. Apologies for absence**

Apologies were received from Bill Batey, Carlo Biagioni, Elizabeth Jones and Bill Grisdale.

### **2. Minutes of the last meeting, Tuesday 9<sup>th</sup> August 2016**

These were proposed, seconded and agreed as a true and correct record.

### **3. Matters Arising**

TK referred to the email sent to all Town Team members on 17<sup>th</sup> September with regard to the proposed banners on Northumberland Hall. TK reported that six responses to that email had been received expressing support for spending the remaining Town Team funding on these banners and none had been received objecting to this proposal. The Chairman said he would abstain from this vote as he had only just come into the Town Team in his role as Mayor of Alnwick. As there were six in favour and none against it was agreed that the proposal to spend the remaining Town Team budget on the banners be approved.

Elizabeth Jones' concerns about the banners not being so long that they could touch the hanging baskets on Northumberland Hall were noted.

GC and PA advised that the issue of signage protocols identified under Item 6(d) of the minutes had been dealt with to their satisfaction.

PA also advised that progress was being made towards representatives of festival groups attending a meeting of the full Town Council rather than the Recreation and Amenities Committee (Item 6(d))

The Chairman reported that the proposal for a Town Team page on the ATC website had been reported to the last meeting of the full Town Council.

#### **4. Town Team Draft Constitution**

The Draft Constitution, which had previously been circulated by TK to members of the Town Team, was considered section by section:

The Vision Statement, the Area of Benefit and the Objectives were all agreed without change or comment.

Under Item 4 of the Constitution, "Membership", it was noted that the Freemen of Alnwick had rarely, if ever, attended a meeting of the Town Team. It was noted that the Freemen were part of the original Portas bid which is why they were then invited to attend the Town Team.

**Action: TK to write to the Freemen of Alnwick advising that if they did not attend the next meeting of the Town Team or submit apologies for absence they will be assumed to have resigned from the Town Team.**

Similarly, it was noted that a representative of Northumberland Estates rarely attends Town Team meetings.

**Action: TK to write to Northumberland Estates advising that if they did not attend the next meeting of the Town Team or submit apologies for absence they will be assumed to have resigned from the Town Team.**

PA suggested that "Local Living" be replaced by the term "Market Licensee" because if the market licence is withdrawn from Local Living when it is next reviewed in January 2018 it may go to another body. This was agreed.

With regard to "Community Organisations" under the heading of "Membership", PA said that if there is an enthusiastic member of the Town Team they should maintain their place on the Team: Alnwick in Bloom for example had proved to be an active and enthusiastic member of the Town Team. The Chairman said that Alnwick in Bloom's position is somewhat unique.

It was agreed that Alnwick in Bloom should be invited to continue as a specifically identified member of the Town Team owing to it being a special case.

It was further agreed that within the Town Team Constitution should be added a statement that project-orientated community groups are welcome to attend Town Team meetings as and when appropriate, the Chairman of the Town Team to be notified of such additional attendance at least 14 days in advance of any Town Team meeting.

**ACTION: TK to circulate this revised, final Town Team Constitution to all members of the Town Team for information, with the advice that this constitution had been approved unanimously at this Town Team meeting.**

SP advised that this would be the last Town Team meeting that she would be attending in her present capacity as her involvement in the relevant Town Team project is now ending.

The Chairman reported that at the last meeting of Alnwick Town Council the value of the Town Team, owing to its membership and levels of participation, had been mentioned. GC said that in his view the majority feeling at the Town Council is that the Town Team is greatly valued.

## **5. Halloween Festival at Alnwick Garden**

MB advised that he wanted to advise Town Team members of this event for information and to encourage buy-in: Alnwick Garden generates most of its revenues in the summer not the winter but Halloween is an opportunity to extend the peak visitor season into the autumn. The Garden wants, in 2016, to build on the Halloween event it held last year: This year's Halloween event will begin on October 8<sup>th</sup> as the Scottish school holidays begin. Suitably "dressed-up" children will be admitted into the Garden for half price. The idea is to make the Garden a Halloween destination but it is recognised that Alnwick's businesses generally could also benefit through this event and MB would welcome the involvement of Alnwick Town Centre businesses. This was noted by all Town Team members present.

MB also advised that the Torchlight Parade would be held this year on December 18<sup>th</sup>.

**ACTION: It was agreed that MB and TK should approach Margaret Robinson with regard to the necessary road closure(s) for the Torchlight Parade on December 18th.**

## **6. Updates**

### ***(a) County Council:***

Northumberland Hall: DC advised that the Northumberland Hall refurbishment is now complete, with only slight snagging issues to be resolved. Both The Chairman and DL praised the work undertaken at Northumberland Hall, The Chairman stated that those involved in the Music Festival had been most impressed with the refurbishment, in particular the new kitchen is "state of the art". PA endorsed the improved interior but thought that the building is still challenged by its entrance and poor lift, which need to be re-thought for weddings and events.

GC wondered whether we would need to formally ask Phyllis for permission to decorate Northumberland Hall.

Playhouse: DC reported that architects are now working on designs and layouts with completion of the designs due in October. The precise layout is still fluid. It is intended to have the "hub" and front office at the Playhouse with some back office accommodation also being retained at the Willowburn depot for a year until the depot moves to Lionheart in March 2017.

The Fire Station is now on the market.

There is no plan to move any NCC department out of Alnwick, except for the Adult Services Team currently in Lion House, which may move to Ashington. Lion House itself is for disposal as it is no longer needed.

The Green Batt Library building has been sold for residential use; the library needs to be relocated by May 2017. The Chairman advised that Alnwick Town Council has received an outline planning application for the conversion of the Green Batt building into three or four apartments.

***(b) Town Council:***

TK advised that all necessary funding had been secured for the replacement of the “Lectern Maps”. As well as Town Council funding, sponsorship is being most generously provided by:

- Alnwick Civic Society
- Alnwick Lions
- The Halifax Bank
- Boots the Chemist
- Northumberland Estates/Alnwick Castle

Designs for the individual maps are now being finalised and will incorporate the “Quarters” theme. Following approval and sign-off, the new maps at The Column Field, the Market Place and The Barbican will be installed promptly but the precise location of the fourth map, to replace that previously on Market Street but destroyed by a vehicle impact, is yet to be determined.

As regards the new Town CCTV system, the Town Council is awaiting a meeting with Sgt. Sharon Wilmore-Greaves of Alnwick Police (who is on leave) to determine what should be included within a brief for quotes to supply and fit the new CCTV system; this meeting with the Police is scheduled for October 13<sup>th</sup>.

***(c) Chamber of Trade:***

The Chamber of Trade has not met since the last meeting of the Town Team

***(d) Local Living/Alnwick Markets:***

PA reported that the Food Festival had been very successful with 20,000 attending on the Saturday and a further 10,500 on the Sunday: A normal September weekend generates approximately 11,500 attendees. The meeting expressed congratulations to PA and his volunteers for a very successful event.

## **7. Any Other Business**

DL raised the question of when the Neighbourhood Plan referendum might be held; GC replied that the best hope at present was for early December but this was subject to confirmation.

DL advised the meeting that the Civic Society is preparing an action plan for its activities.

## **8. Date and Time of Next Meeting**

Tuesday 25<sup>th</sup> October at 5pm at The Pavilion, Alnwick Garden,