



Minutes of the meeting of the Council held on Thursday 9th February 2017 in St James Church Rooms, Pottergate, Alnwick at 7.15pm

- Present** Cllrs A Symmonds, S Allcroft, P Allcroft, G Castle, P Edge, W Grisdale, M Harrington, P Holt, J Humphries, G Mavin, S Mavin, K Moore, 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 Office; Councillor H Cairns.

C16/145 Questions from the public
None.

C16/146 Apologies for absence
Cllrs. Bell and Broom.

C16/147 Declarations of Interest
Councillor Castle declared a non-pecuniary interest in County Council matters.
Councillors Grisdale declared a non-pecuniary interest in Item 4. (Bailiffgate Museum).

C16/148 Presentation by Jane Mann of behalf of the Bailiffgate Museum
Jane Mann (JM) gave an update on the work of the Bailiffgate Museum. She started by reporting that the volunteers and trustees appreciated the continued support of the Town Council. She explained that although the museum was fully accredited it was not publicly funded and that all items which were donated to the museum needed to be looked after to the same standards as those in large museums.

The cost of keeping the museum going each year was around £50k and that smaller grants were now being applied for since the Heritage Lottery Funding (HLF) ran out in December 2015. She explained that the museum had a new chair of trustees and that it currently employed a part time administrator and a cleaner. All other people at the museum are volunteers. She was pleased to report that the Education Team had won best educational support programme in the North East.

Future ideas - to take the museum out into the villages by building a temporary display that could be exhibited elsewhere.

New exhibition – a Harry Potter exhibition from March 18th to June 18th will be a display of the original artwork which was produced for the illustrated version of Harry Potter and The Philosopher's Stone.

Councillor Edge asked if the school move had affected the museum. JM said it was too early to say but that parking outside the museum was easier.

Councillor Symmonds thanked Jane for coming and to pass on the Town Council's thanks to the trustees and volunteers.

RESOLVED: To receive the update.

C16/149 Minutes of the Last meeting
The minutes of the Full Council meeting held on 12th January 2017 were tabled for approval.

RESOLVED: The minutes of the meeting held on 12th January 2017 were agreed as a true record and duly signed.

C16/150 Matters Arising

None.

C16/151 Mayor's Report

Councillor Symmonds reported that he had attended the official opening of Swansfield Park Primary School. He reported that it had been an excellent event and all the pupils had communicated well.

He added that he was attending the school the following day to take part in a bread making session which was being organised and delivered by the Adopt a School Trust.

C16/152 Broadband Provision in Alnwick (Councillor Castle)

Councillor Castle advised that Superfast Broadband was being rolled out across the county in 2 phases and that some funding was available for rural areas of the county.

He reported that 25% of Alnwick was unable to access Superfast Broadband as four BT boxes in the town had not been upgraded. These were opposite the War Memorial, at St James's Roundabout, near the bus station and up Clayport Bank. He noted that in comparison 100% of Alnmouth has been upgraded. He was concerned to report that the new development had not been cabled for Superfast Broadband but with standard copper cable. He suggested that the Town Council could - leaflet properties to request people contact BT about the situation, pressure BT on behalf of the town and ask Virgin to consider coming into Alnwick with their broadband service. He also felt that Councillors could write as individuals to BT.

Councillor Harrington said he was not aware of anyone having an issue and that he had good speeds where he lived. Councillor Castle understood that it was personal choice and that it did cost more but he had been asked to raise the issue by a resident.

Councillor S Allcroft reported that originally they had previously had very good speed in Allerburn Lea but as more and more houses came on board the access speeds had dropped. She felt that this needed improving and that the Town Council should definitely pressure BT.

Councillor Grisdale asked if BT had given a reason for not upgrading the boxes and wondered if people needed to request Superfast Broadband.

Councillor Swinbank thought the Gazette could be asked to run a story asking residents to contact BT. Councillor S Allcroft asked if a contact name should be given which Councillor Castle confirmed it should.

Councillor Edge felt that perhaps the reason BT had not done the upgrade was that they would not make enough profit.

Councillor Humphries agreed that Alnwick should have Superfast Broadband but knew that people were being offered deals to stay with a standard package.

Councillor Moore asked if other suppliers could contact BT. Councillor Castle confirmed they could.

RESOLVED: i) To write to BT to complain about the level of broadband service in Alnwick and the impact on residents and businesses; ii) To write to Virgin to ask if they would consider bringing their broadband service in Alnwick; iii) To write to Ann Marie Trevelyan about the situation; iv) To write to the Head of Planning at NCC regarding Superfast Broadband and planning approval conditions for developments.

C16/153 Mechanics Institute Accounts 2016/17 and Budget 2017/18

The Town Clerk reported that the last financial year for the Mechanics Institute had ended on January 14th 2017 and that the draft accounts and budget proposals were ready for consideration by councillors. Once approved they would be externally audited.

He went through the Income and Expenditure lines for 2016/17 comparing them to the 2015/16 figures:

INCOME - income was up by £2,236 on 2015/16 due to a number of new bookings including a regular weekly Taekwondo group on Monday evenings. He added that new bookings had just been received from two new organisations.

EXPENDITURE – overall expenditure was £12,597.76 down on the previous year's figure of £29,857.43 which was mainly due to the cost of the central heating works in the previous year. The main new areas of expenditure in 2016/17 were the cost of adding hot water to the central heating system; increased gas bills due to the change of boiler type and improvement works including new chairs and new rear doors.

He added that a bank reconciliation had been undertaken and that the carry forward was £48,757.10 including £3,886.51 added from 2016/17.

BUDGET AND WORK PLAN FOR 2017/18:

He explained that in 2015/16 the budget for improvements was £4,500 and that the actual expenditure was £3,200. A budget had been put together for 2017/18 which the Mechanics Institute Trustees had approved earlier in the week. This showed income at £16,500, expenditure of £16,430 which included £5,400 for improvements. He added that if income exceeds the budget, all additional income would be spent on further improvements to the building.

Councillor Swinbank commended the Town Clerk and others responsible for looking after the Mechanics Institute. He asked about the high figure for water rates. The Town Clerk advised that this was currently looked at.

RESOLVED: To approve the accounts for 2016/17 and agree the budget figures for 2017/18.

C16/154 Neighbourhood Plan Update & consideration of Community Action Plan Priorities for 2017/18

The Town Clerk reported that on January 13th the post inspection / modification consultation had ended. Four comments had been received - two supporting the modified plan, one from English Heritage notifying of their name change to Historic England and one notifying a small numbering error. The plan now meets the aspirations of the statutory consultees so will go through NCC's internal process within 5 weeks.

No date has yet been set for referendum and NCC have been asked if this can run alongside Parish and County elections on May 4th or the earliest date possible.

CAPs (Community Action Proposals)

The Town Clerk explained that the referendum does not cover the CAPs in the Neighbourhood Plan. He reminded councillors that the Town Council are down to lead on some of the CAPs whilst on others they are partners. The Project & Funding Officer was recruited to undertake some of the CAPs and some had already been completed.

The Project & Funding Officer reported that the following CAPs had been completed:

- Bus Shelter Audit and provision of three new shelters being progressed

- Play Area Review and Community Orchard Play Space being progressed
- Housing Needs Survey completed
- You're Welcome - ongoing

He circulated two papers listing the Neighbourhood Plan Community Action Plan Proposals which Town Council is the Lead organisation for and which they are not the Lead organisation but are a partner.

Lead - there are 22 projects across 17 Community Action Plan Proposals which the Town Council will lead on over the next 3 years. He asked councillors to give their priorities to his work programme by selecting what the Town Council would undertake in each of the next three years. Councillors were asked to take the sheets away and prioritise five projects for the next three years (2017/18, 2018/19 and 2019/20).

Not Lead but Key Partner – he asked councillors to consider which of the ATC partner projects they felt should happen in next financial year. Councillors were asked to pick their five priorities for 2017/18.

He confirmed that the CAP lists would be sent out electronically and councillors were asked to return their selections by February 28th. Once these are received a report of the priorities will be reported at the next council meeting.

RESOLVED: i) To accept the updates; ii) To email councillors the lists to record their priorities iii) To return selections to the Project & Funding Officer by Feb 28th.

C16/155 Feedback on Economic Development Activity

The Project & Funding Officer gave feedback on the following:

Feedback from January 10th Business Networking event

Ten feedback forms have been received to date with four scoring the event as excellent and the other six scoring it as good. All ten said they would definitely attend future events and two suggested two events a year and the other eight suggesting four events a year.

Comments included: "Thanks for taking the initiative"

"A worthwhile networking evening"

"There were plenty of Councillors around and they did a great job too" "A very well organized event, it was great to meet other Business owners from the local area in such a fantastic local facility! The tour was very interesting, the speakers from Arch were very informative, the buffet & drinks were lovely, it was very relaxed and generally a very positive event"

Suggestions: "I would have liked delegates to have been introduced to be more a part of the event. Some group activities perhaps. Maybe this could have been more focused into small groups working through specific ideas with the Councillor leading the group?"

"Speed Networking is a great idea as you get to meet all other business owners not just the few you usually manage to speak to at networking events. It focuses the mind on whether the relationship will be mutually beneficial or not."

It is proposed to hold the next Business Networking meeting in either March or April, bearing in mind the Council elections early in May.

Meeting with Anne-Marie Trevelyan, MP

He and Councillor G Mavin had met with the local MP, Tom Forrester her agent and Pure Fishing's MD, HR Director and two other members of staff at their premises on

Friday February 3rd 2017. The group undertook a tour of the factory and saw fishing reels, rods and carbon fibre rodding for Dyson and the aircraft industry being made.

Discussions then took place with regard to the availability of training grants for Alnwick businesses and the proposed deallocation of Willowburn Industrial Estate and the current planning application for housing on part of the site.

Mrs. Trevelyan expressed enthusiasm to attend a future meeting of the Business Networking Group and this is being arranged.

RESOLVED: To note the update.

C16/156 Minutes of Committees

Minutes of the Planning, Highways and Transport Committee Meeting (12th January 2017) were tabled for approval.

RESOLVED: The minutes of the Planning, Highways & Transport Committee meeting held on 12th January 2017 were agreed as a true record.

Minutes of the Cemetery Committee Meeting (19th January 2017) were tabled for approval.

RESOLVED: The minutes of the Cemetery Committee meeting held on 19th January 2017 were agreed as a true record.

Minutes of the Recreation & Amenities Committee Meeting (26th January 2017) were tabled for approval.

RESOLVED: The minutes of the Recreation & Amenities Committee meeting held on 26th January 2017 were agreed as a true record.

C16/157 Correspondence

The following correspondence had been received since the last meeting:

Date	Detail	Action if any
18 th Jan 24 th Jan	NALC enews	Circulated to councillors
24 th Jan	Anne-Marie Trevelyan MP – details of Pothole Grant Programme ¹	To report priority potholes to NCC
27 th Jan	NCC – Pre-Planning application protocol finalised ²	Planning Committee notified
30 th Jan	HSBC – notification of closure of Alnwick branch	Noted
31 st Jan	Northumbria Healthcare: notification of commencement of 3 month consultation on Rothbury Hospital	Noted
1 st Feb	CAN – News, winter issue 2017	Available from clerk on request
1 st Feb	Northumberland Credit Union – invitation to AGM (Morpeh, 27 th Feb)	Considered
1 st Feb	NCC – Proposed improvements to pedestrian access to McDonalds	Noted

¹ The Town Clerk advised councillors that potholes could be reported through the NCC website by selecting Report Potholes from the main tasks area.

² The Town Clerk explained that NCC had advised that they were unable to share information about confidential applications with T&PCs.

RESOLVED: To receive the correspondence.

C16/158 Feedback from CoSH meeting

Councillor Cairns reported that at the last CoSH meeting it was reported that Ken Macdonald was the new liaison officer for the traveller and gypsy community. He was currently looking for four transition sites in Northumberland to provide on-site facilities.

CCTV – people had asked about Alnwick bus station. Councillor Castle confirmed that the CCTV cameras were now operational in the bus station.

There was a new campaign called 'ask Angela' being suggested for Northumberland. The campaign is a way for people who feel vulnerable to ask for help in pubs.

RESOLVED: To receive the update.

C16/159 Financial Matters

a) Payments

The following invoices had been received/payments were due:

PAYEE	TOTAL	VAT	DETAIL
HMRC	£3,323.70	£0	Tax/NI January
Wages Account	£8,000	£0	
Royal Mail	£0.46*	£0.08	Prepaid Response
Grannies	£125*	£0	Business Meeting Refreshments
WR Batey	£46.73	£4.18	Postage £11.64; Labels £8.99 Refreshments £26.10*
T Kirton	£3.20	£0	Postage - CCTV
Earl Percy Northern Estate	£100	£0	Cycle Track Annual Rent
Oswald Hughes	£118.38	£19.73	Replacement light in workshop
Depot Hire	£624	£104	Skip Hire Allotments
Petty Cash	£75.00	£0	Fuel for van
Glasdon	£1806.04	£301.01	Seats and bins
South Road Tyres	£101.09	£16.85	New tyre and repair to trailer at cemetery
TOTAL	£14,323.60	£445.85	

* Indicates Local Government Act 1972 s137 Expenditure (Total £151.56)

The following payments were now paid by direct debit and were reported for information:			
BT	£50.81	£8.47	Phone Bills Cemetery paid 26/1
BT	£32.64	£5.44	Phone Bill Fenkle Street paid 21/1
NEST	£527.78	£0	Employer pension scheme - Jan

RESOLVED: To approve and authorise the above payments amounting to £14,323.60 and to note the direct debit payments of £611.23.

C16/160 Any Other Urgent Business

Councillor Castle asked if the issue with the name being used at The Maltings had been resolved. The Assistant to the Town Clerk reported that she had contacted the developer again and they had confirmed that 'The Maltings' was only being used during the marketing phase and that the official addresses of the new properties will be Apartments 1-37 Malthouse, Dispensary Street.

(Councillors Edge and Castle left the meeting).

Councillor Swinbank asked about the report in the Gazette about the loan from NCC to the Alnwick Garden. He wondered if the Town Council should ask someone from NCC to attend a council meeting to give an update. The Town Clerk advised that he would add the item to a future agenda and that the Town Council could ask Mark Brassell from Alnwick Garden to attend to give an update.

Councillor Cairns suggested that someone from the Finance Department at NCC be also invited to give an update.

Councillor Patience asked if a request could be made to remove the sign 'The Limes' as the development was now occupied.

The public meeting closed at 8.57pm.

C16/161 PRIVATE AGENDA ITEMS

Exclusion of the Public and Press

The following resolution was moved and seconded, to exclude the public and press. "That pursuant to Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business, on the grounds that if members of the public were present during the discussion of these items there would be disclosure to them of exempt information as defined in Section 100 1 and paragraphs 1, 2 and 3 of Part 1 of Schedule 12A of the Act". The items discussed were:

C16/162 The approval of the Private minutes of the Full Council meeting on January 12th 2017.

C16/163 The approval of the Private minutes of the Cemetery Committee on January 19th 2017.

