



Room 5, 27 Fenkle Street, Alnwick
Northumberland NE66 1HW

Your Ref:

Our Ref: FC/10/2018

Dear Councillor

Clerk to Council

Bill Batey

Tel: 01665 602574

Mobile: 07971 810267

5th October 2018

The next meeting of the Council will be held on **Thursday 11th October 2018** 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. Mayor's Report
5. Minutes of the Last Meeting (13th September 2018)
6. Matters Arising
7. Update Presentation from the HospiceCare North Northumberland
8. Update from the County Councillors
9. Upcoming Events
10. Draft Flag Policy for Approval
11. Update from a) the Town Team and b) 2018 Northumbria in Bloom awards
12. Councillor Issue – Cllr Watson wishes to propose that a lectern/information board is provided at the Hotspur Statue
13. Minutes of the Committees
 - a) Planning Committee Meeting (13th September 2018)
 - b) Cemetery Committee (20th September 2018)
 - c) Recreation & Amenities Committee (27th September 2018)
14. Correspondence
15. Financial Matters – Payments
16. Any Other Urgent Business

In Private

1. To Agree the Private Minutes of the Meetings held on 13th September.

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 4**Mayor's Report**

The Mayor will give his monthly report.

Agenda item 7**Update Presentation from the HospiceCare North Northumberland**

Julie Frost from HospiceCare North Northumberland will update on the current activities at the Hospice.

Agenda item 9**Upcoming Events**

There are a number of events over the next few weeks which are highlighted for councillors.

a) Celebration event – Alnwick Bike Track

To mark the occasion of the opening of the Alnwick Bike Track, Gallery Youth are holding a celebration event on Saturday 20th October at the track. Refreshments, along with a display from some cyclists, will be provided. As parking at the site is tight they are providing a mini bus pick up point at the Hogg's Head. The meet at the Hogg's Head will be from 11.10 am to 11.40 am, so that and people can be shuttled down to the track for 12 noon to see the display.

b) Alnwick Forum Consultation event

The Alnwick Forum is a partnership between the County Council, Town Council and the town's key stakeholders. One of its purposes is to ensure, through consultation, consideration and dialogue that the County Council assets in and around Alnwick contribute to the long term benefit of the town. The Forum is organising a consultation event in Northumberland Hall on Saturday 17th November between 10am and 4pm. In particular, the event will be looking to obtain views on the future uses of the former Lindisfarne School Site and the former Duchess's Community High School Site and give an update on the proposals at Alnwick Playhouse. It is also hoped that at the same event, the options for improving pedestrian safety at Narrowgate will also be available to comment upon. The Town Council will be involved in the consultation event and will be highlighting the Neighbourhood Plan and some of our achievements over the last year or so. Councillors who can assist on the day will be welcome. Refreshments (tea/coffee & biscuits) are being provided by the Town Council.

c) Remembrance Sunday

Remembrance Sunday is on 11th November 2018 and the Alnwick Service is at St Paul's Church commencing at 2.30pm. After the service there will be a march to the War Memorial to lay wreaths in remembrance. The Town Council is providing refreshments in the Northumberland Hall after the event.

d) Christmas Events

The Christmas Lights switch on takes place in the Market Place on Friday 23rd November at 7.00pm. On the following night the Lantern Parade will process from The Alnwick Garden to the Market Place starting at 6pm. The 'Big Sing' event is being planned for Tuesday 18th December. The Town Council will be providing the staging for all these events.

The Civic Carol Service is on Wednesday 12th December at St Michael's Church starting at 6.30pm.

Recommendation: To note the upcoming events.

Agenda item 10

Draft Flag Policy for Approval

In advance of the erection of the new council flag pole in the Column Field in the next few weeks, the Finance & Policy Committee have been considered a Town Council Flag Policy. A draft policy which is recommended by the Committee is circulated with the agenda.

Recommended: To approve the Town Council Flag Policy

Agenda item 11

Updates from a) the Town Team and b) 2018 Northumbria in Bloom awards

The Project & Funding Officer will give an update on the recent meetings of the Town Team and the Assistant to the Town Clerk will update on the Northumbria in Bloom awards ceremony she attended on 26th September

Recommendation: to receive the updates

Agenda item 12

Councillor Issue – Cllr Watson wishes to propose that a lectern/information board is provided at the Hotspur Statue

Councillor Watson wishes the Council consider placing a lectern/information board next to the Hotspur Statue. Cllr Watson has prepared an illustration of possible content; this has been circulated with the agenda. There is an unallocated project budget within the Recreation and Amenities Committee budget which could fund this project. If the project is agreed, the actual style of lectern/information board would need to be determined and for councillors information a lectern similar to the one installed last year in Bondgate Within would cost in the region of £1,500 (lectern, plus fixing and printing of the board).

Recommendation: Councillors consider the matter

Agenda item 14

Correspondence

The following correspondence has been received since the last meeting:

Date	Detail	Action if any
17 th Sept	NCC - Borderlands Newsletter	Circulated
19 th Sept	NCC – Changes to refuse collection rounds	To Note, (Alnwick not affected)
25 th Sept & 3 rd Oct	NALC enews	Circulated
26 th Sept	Bailiffgate Museum – view on Council's Magna Carta facsimile being part of their adopt an object scheme	To consider
25 th Sept	NCC – Consultation on Council Tax Support Scheme (runs until 2 nd Nov)	Any comments to the Clerk
19 th Sept & 27 th Sept	NCC – Lease for new office Greenwell Lane. All signed by ATC. Now awaiting moving date – hopefully before the end of the month.	To Note.

28 th Sept	Friends of Alnmouth Station – thanking the Town Council for the support – they won Gold in the Northumbria in Bloom for the third year running and were voted Best in their Class	To Note
1 st Oct	The Lieutenancy of Northumberland – invitation for councillors to a remembrance service at Hexham Abbey on 11 th Nov at 3pm.	To note – this event clashes with the Alnwick service

Recommendation: That the correspondence received be discussed

Agenda item 15

Financial Matters – Payments

The following invoices have been received for payment (as at 5th Oct); this list will be updated at the meeting, if necessary.

PAYEE	TOTAL	VAT	DETAIL
Argyle Planning Consultancy Ltd	£4,275	£0	Preparation and presentation of Town Council case at Willowburn Inquiry
Sutcliffe Play	£150.48	£25.08	Play area parts (Allerburn Lea)
Grannies	£100	£0	Buffet for Business Forum event
Michael Gray Signs	£414	£69.00	Painting finger posts and bollards
Back on Track	£61,678.26	£10,279.71	Construction of Bike Track (paid 19/8)
Local Living (NE) Ltd	£612.50	£0	Rent Willowburn Unit
Standard Life	£435.32	£0	J Pibworth pension contribution (April – Sept)
NFU Mutual	£1,193.04	£0	W R Batey pension contribution (April – Sept)
Groundwork North East	£10,800	£1,800	Professional Fees – Bike Track
W R Batey	£65.60	£0	Postage £60.60, legal declaration for office lease £5,
J Pibworth	£100.80	£0	Mileage June – Sept (224 miles)
W R Batey	£183.15	£0	Mileage June – Sept (407 miles)
AGS Safety & Security	£210.60	£35.10	Call out to rectify off line CCTV camera
C Bowden	£450	£0	Rebuild section of cemetery wall
Petty Cash	£70.00	£11.66	Fuel for the van
TOTAL	£80,738.75	£12,220.55	

* Indicates LGA 1972 s137 Expenditure (Total £0.00).

The following payments are now paid by direct debit and are reported for information

British Gas	£19.97	£0	Cemetery Lodge - service contract
Biffa	£89.18	£14.86	Trade Waste – Cemetery (Paid 30/10)
BT	£28.79	£4.80	Phone Bill - Cemetery Office (Paid 27/9)
BT	£39.17	£6.53	Phone Bill – Fenkle Street (Paid 22/9)
npower	£47.78	£2.28	Town Hall clock (paid 10/10)

Recommendation: To approve and authorise the above payments amounting to £80,738.75 and to note the direct debit payments of £224.89.