

**Minutes of the meeting of the Council held on  
Thursday 11<sup>th</sup> October 2018  
in St James Church Rooms, Pottergate, Alnwick at 7.15pm**

- Present** Cllrs A Symmonds, S Allcroft, P Broom, P Edge, B Grisdale, M Harrington, J Humphries, G Mavin, R Moore, S Patience, M Swinbank, L Wood-Mitchell, A Waton, G Watson, L Wearn and C Westerdarp.
- In attendance** J Pibworth, Assistant to the Town Clerk; T Kirton, Project & Funding Officer; Julie Frost and Betty Lucas from HospiceCare North Northumberland for item 7.

**C18/87 Questions from the public**  
None.

**C18/88 Apologies for absence**  
Councillors Castle.

**C18/89 Update Presentation from HospiceCare North Northumberland by Julie Frost (JF) and Betty Lucas (BL).**

Betty Lucas (BL), the Admiral Nurse for HospiceCare explained that Admiral Nurses provided different services around the country and that they were named after a Dementia sufferer in London.

BL explained that Dementia was one of the biggest killers in the UK. HospiceCare had been educating staff at care homes about end of life care they offer and they were now getting referrals from care homes. She explained that with people living longer Dementia is becoming more and more common.

JF advised that HospiceCare had received 18 referrals for support for Dementia sufferers since May 2018.

BL explained that she was now beginning to work with other medical professionals.

Councillor comments/questions:

Councillor Wearn said she knew how difficult Dementia was for families to cope with and commended HospiceCare on the support they give to carers.

Councillor Humphries felt that there was a lack of knowledge about Admiral Nurses. BL advised that Dementia UK do a lot on Social Media. JF advised that she was doing talks to groups to spread the word about the work of the Admiral Nurses. JF explained that North Northumberland is a very diverse and rural area for the Admiral Nurses to cover. BL advised that she was happy to undertake talks to groups about her work and the support HospiceCare can give to Dementia sufferers and their families.

Councillor Wood-Mitchell asked if there was a lower age limit on those who could get help. BL advised that there was no lower age limit as long as the person they were supporting had dementia.

Councillor Wood-Mitchell felt that Lionheart Radio could be used to promote the services of the Admiral Nurse. JF advised that an hour long programme had been done for Lionheart which will be available to HospiceCare to use on a wider basis.

Councillor Broom felt that HospiceCare could start by liaising with the doctors. BL advised that she attends the palliative care meetings as the practices. JF advised that their Clinical Team works with referral agencies and the two Macmillan Nurses in North Northumberland.

Councillor Allcroft asked if Dementia UK could produce posters. BL advised that Admiral Nurse posters would be put up in doctor's surgeries. JF advised that HospiceCare were producing a brochure for the support offered by the Admiral Nurse.

Councillor Symmonds thanked JF and BL for their presentation and said he knew how much pressure HospiceCare were under regarding finance. JF confirmed that £660k was needed each year.

Councillor Symmonds reported that the collection from the Civic Carol Service in December would go to HospiceCare. He also advised that there would be a Mayor's Quiz in aid of HospiceCare on November 23<sup>rd</sup> (7pm for 7.30pm) at the Masonic Lodge in Alnwick. Teams would be up to 6 people and he asked councillors to support the event by forming a team.

**C18/90      Declarations of Interest**

Councillor Moore declared a non-pecuniary interest in NCC matters.

**C18/91      Mayor's Report**

Councillor Symmonds reported the main events since the last meeting:

September 16<sup>th</sup> – the Battle of Britain Commemorative Service at St Michael's which had included a march through the town. Several cadet groups had taken part.

He also reported that he had attended the funeral of Mary Graham who had been a Town Councillor as well as Mayor and had always been a strong supporter of the town.

**C18/92      Minutes of the Last meeting (13<sup>th</sup> September 2018)**

The minutes of the Full Council meeting held on 13<sup>th</sup> September 2018 were tabled for approval. The Assistant to the Town Clerk advised that there were 3 amendments made to the minutes.

**RESOLVED: The minutes of the meeting held on 13<sup>th</sup> September 2018, with the 3 amendments, were agreed as a true record.**

**C18/93      Matters Arising**

None

**C18/94      Update from County Councillors**

Councillor Moore (RM) reported that he had been dealing with road safety issues at St Paul's School. He explained that a lollipop person was required. He advised that a survey had been requested to look at improving crossing points near the school and that he was funding a workshop to raise awareness of road safety.

Councillor Edge asked about the proposed 20mph zone near the school. RM advised that NCC would be installing 2 flashing speed signs outside the St Pauls' School in the new year.

The next North Northumberland Local Area Committee meeting was on Thursday 18<sup>th</sup> October at St James's Church Centre.

The Assistant to the Town Clerk explained that the Planning Committee had asked if RM knew who was funding the planning appeal for Allerburn House and if he could explain about ownership of the site. RM advised that he would ask NCC Officers and provide feedback to councillors.

**RESOLVED: To receive the update.**

**C18/95****Upcoming Events**

Councillor Symmonds reminded councillors of events which were taking place in the next few weeks:

- a) A Celebration event for the Alnwick Bike Track was on October 20<sup>th</sup> at the bike track. Councillor Patience asked that anyone needing a lift to the bike track should contact her.
- b) An Alnwick Forum Consultation Event was on November 17<sup>th</sup> at Northumberland Hall between 10am and 4pm. Councillor Moore advised that the event was to obtain views of local residents on the NCC sites in Alnwick with respect to the Alnwick & Denwick Neighbourhood Plan. The Assistant to the Town Clerk asked that Councillors willing to cover the Town Council area of the event for a couple of hours should advise the Town Clerk.
- c) Remembrance Sunday was on November 11<sup>th</sup> at St Paul's Church and all councillors able to attend were requested to do so. The Assistant to the Town Clerk advised that the Morpeth Pipe Band would accompany the march to the War Memorial and that the Westfield Quintet would play in church. She also advised that the wreath laying ceremony at the War Memorial would include an additional poppy ceremony by the three group of cadets.
- d) Christmas Events – the Christmas Lights switch on is on November 23<sup>rd</sup> and the following day November 24<sup>th</sup> is the Lantern Parade. The Big Sing will be on December 18<sup>th</sup>. The Town Council will be providing the staging for the three events. The Civic Carol Service is on December 13<sup>th</sup> at St Michael's Church and the Bailiffgate Singers and pupils from St Paul's School will be singing.

**C18/96****Draft Flag Policy**

The Assistant to the Town Clerk advised that the Flag Policy, circulated to councillors, had been drafted, then reviewed and amended by Finance & Policy Committee who were now recommending it for approval by the Full Council. She advised that one suggested amendment had been made to Section 4. (iv) changing 'ex Prime Minister' to 'previous Prime Ministers'.

She advised that the flag pole site survey had been undertaken earlier that day.

**RESOLVED: To approve the Flag Policy.****C18/97****Update from a) the Town Team and b) 2018 Northumbria in Bloom awards**

- a) The Project & Funding Officer reported that the Town Team had met on 5<sup>th</sup> September and 3<sup>rd</sup> October and reported the following:

September 5<sup>th</sup>: The possibility of using the balance on the budget which is approximately £2000, for the Town Crier was discussed. The Freeman have already pledged support and Alnwick Rotary have confirmed that they are potentially interest in part-funding the Town Crier.

Cherry trees – the Planting plan has been approved by Town Team and sent to Japanese Consulate. The recommendation is to prioritise tree planting in Column Field and South Road/Willowburn Avenue roundabout sites for maximum visual impact.

The Alnwick in Bloom Garden Competition and the Sunflower Challenge were very successful and the paintings from the children's painting competition are being used to create a series of postcards which will be on sale next July.

The Civic Society has been invited to attend a meeting to discuss the possibility of adding 10 new bells to the tower of St. Michael's Church. The current bells are no longer fully usable but will be retained for heritage reasons.

Local Living is applying for an Awards for All grant to sustain investment in social media promotion and entertainment to enrich the Market Place experience. They have asked

the Town Team and the Chamber of Trade for their direct support to strengthen the case for the grant

3<sup>rd</sup> October: Colin Bell of the North-East LEP have a presentation on how the LEP can assist Alnwick and how Alnwick might be able to make use of the LEP's services and support in the future.

Alnwick in Bloom will have two Co-Chairs from their AGM and both will attend Town Team meetings.

b) The Assistant to the Town Clerk advised that Alnwick had won the following Main Category awards at the Northumbria in Bloom presentations on September 26<sup>th</sup>:

TOWN	Alnwick Town	GOLD
SCHOOLS	Swansfield Park Primary	GOLD Best in category
RELIGIOUS ESTABLISHMENTS	Alnwick Cemetery	GOLD
RESIDENTIAL/PRIVATE GARDENS	16 St James's Estate	GOLD
SPORTS CENTRES	Willowburn Sports Centre	GOLD
VISITOR ATTRACTION	Alnwick Garden	GOLD
ALLOTMENTS	St James's	SILVER GILT
CARE/RESIDENTIAL HOMES	Abbeyfields	SILVER GILT
CONSERVATION	Bullfield Comm. Orchard	SILVER GILT
HOTELS	The White Swan	SILVER GILT

The It's Your Neighbourhood awards are given to volunteer community groups who are greening their local environment Alnwick received Level 5 (Outstanding) for Graham's Yard, Hope House Allotments, Lion House meadow and St Paul's Court and Level 4 (Thriving) for St Georges Allotments; St Paul's Church; Aln Valley Railway; Dunterns Allotments; Clifton Terrace; Column Cottage; Friends of the Column; Gardeners House; Green Batt Gardens; The Oaks Roundabout and Pottergate Centre

Councillor Symonds felt that thanks should be sent to Alnwick in Bloom and the Cemetery Staff. He also thanked the Assistant to the Town Clerk for her efforts.

**RESOLVED: i) To receive the updates; ii) To write to the Alnwick in Bloom Committee and the Cemetery staff to say thank you for their support in Northumbria in Bloom.**

**C18/98**

**Councillor Issue – Councillor Watson for a lectern/information board at the Hotspur Statue**

The Assistant to the Town Clerk advised that an illustrative sheet had been circulated showing the type of information for the lectern/information board. Councillor Watson said he felt this was needed as the Harry Hotspur statue gets a lot of visitors many of whom do not know anything about him.

Councillor Mavin felt that the Duke could be asked to contribute to the board.

Councillor Swinbank supported the idea in principle and felt that the details needed to be discussed by the Recreation & Amenities Committee.

Councillor Edge felt that better general signage was needed between Alnwick Castle / Alnwick Garden and the town centre. He also felt that more information on views and walks including dog walking areas could be provided.

Councillor Swinbank advised that a Condition regarding signage to the town centre had been requested by the Town Council as part of the Planning Application approval.

**RESOLVED: To agree in principle to an information board at the Hotspur Statue and take to the Recreation & Amenities Committee for a discussion and decision on its content.**

**C18/99 Minutes of Committees**

Minutes of the Planning Committee Meeting (13<sup>th</sup> September 2018) were tabled for approval.

**RESOLVED: The minutes of the Planning Committee meeting held on 13<sup>th</sup> September 2018 were agreed as a true record.**

Minutes of the Cemetery Committee Meeting (20<sup>th</sup> September 2018) were tabled for approval.

**RESOLVED: The minutes of the Cemetery Committee meeting held on 20<sup>th</sup> September 2018 were agreed as a true record.**

Minutes of the Recreation & Amenities Committee Meeting (27<sup>th</sup> September 2018) were tabled for approval.

**RESOLVED: The minutes of the Recreation & Amenities Committee meeting held on 27<sup>th</sup> September 2018 were agreed as a true record.**

**C18/100 Correspondence**

The following correspondence had been received since the last meeting:

Date	Detail	Action
17th Sept	NCC - Borderlands Newsletter	Circulated
19th Sept	NCC – Changes to refuse collection rounds	Noted, (Alnwick not affected)
25th Sept & 3rd Oct	NALC news NALC enews	Circulated Circulated
26th Sept	Bailiffgate Museum – view on Council's Magna Carta facsimile being part of their 'adopt an object scheme'	Agreed
25th Sept	NCC – Consultation on Council Tax Support Scheme (runs until 2nd Nov)	Any comments to the Clerk
19th Sept & 27th Sept	NCC – Lease for new office Greenwell Lane. All signed by ATC. Now awaiting moving date – hopefully before the end of the month.	Noted.
28th 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	Noted

1st Oct	The Lieutenancy of Northumberland – invitation for councillors to a remembrance service at Hexham Abbey on 11 <sup>th</sup> Nov at 3pm.	Noted – this event clashes with the Alnwick service
1 <sup>st</sup> Oct	Letter from Alnmouth Road Residents Association thanking the Town Council for their support regarding the Windy Edge housing development	Noted
8 <sup>th</sup> Oct	Invitation to showing of film made during 'Erasmus' music project	Email sent to councillors

**RESOLVED: To receive the correspondence.**

## **C18/101 Financial Matters**

### **Payments**

The following invoices had been received/payments were due:

<b>PAYEE</b>	<b>TOTAL</b>	<b>VAT</b>	<b>DETAIL</b>
Argyle Planning Consultancy Ltd	£4,275.00	£0.00	Council case at Willowburn Inquiry
Sutcliffe Play	£150.48	£25.08	Play area parts (Allerburn Lea)
Grannies	£100.00	£0.00	Buffet for Business Forum event
Michael Gray Signs	£414.00	£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	£0.00	Rent Willowburn Unit
Standard Life	£435.32	£0.00	J Pibworth pension contribution (April – Sept)
NFU Mutual	£1,193.00	£0.00	W R Batey pension contribution (April – Sept)
Groundwork North East	£10,800.00	£1,800.00	Professional Fees – Bike Track
W R Batey	£65.60	£0.00	Postage £60.60, legal declaration for office lease
J Pibworth	£100.80	£0.00	Mileage June – Sept (224 miles)
W R Batey	£183.15	£0.00	Mileage June – Sept (407 miles)
AGS Safety & Security	£210.60	£35.10	A call out to rectify off line CCTV camera
C Bowden	£450.00	£0	Rebuild section of cemetery wall
Petty Cash	£70.00	£11.66	Fuel for the van

Playdale	£2209.13	£368.19	New play equipment and parts for Swansfield Park
St James's Church Centre	£300.00	£0	Room hire
C Bowden	£1,000.00	£0	Pointing of Cemetery wall
<b>TOTAL</b>	<b>£84,247.88</b>	<b>£12,588.74</b>	

\* Indicates LGA 1972 s137 Expenditure (Total £0).

The following invoices were paid by direct debit & were 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)

**RESOLVED: To approve and authorise the above payments amounting to £84,247.88 and note the direct debit payments of £224.89.**

**C18/102 Any Other Urgent Business**

None.

The public meeting closed at 9.05pm.

**C18/103 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 item of business, on the grounds that if members of the public were present during the discussion of this item 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:

1. To agree the Private Minutes of the meeting held on 13<sup>th</sup> September 2018