

**Minutes of the meeting of the Council held on
Thursday 13th September 2018
in St James Church Rooms, Pottergate, Alnwick at 7.15pm**

Present Cllrs A Symmonds, S Allcroft, P Broom, M Harrington, J Humphries, R Moore, L Wood-Mitchell, G Mavin, M Swinbank, G Watson and L Wearn.

In attendance W Batey, Town Clerk & Chief Officer; T Kirton, Project & Funding Officer;
J Pibworth, Assistant to the Town Clerk and Janice Rose (JR) Head of Regeneration at NCC.

C18/70 Questions from the public
None.

C18/71 Apologies for absence
Councillors Aynsley, Castle, Edge, Grisdale, Patience and Westerdarp.

C18/72 Presentation on the Borderlands growth initiative by Janice Rose (JR), Head of Regeneration at Northumberland County Council
Janice Rose (JR) gave a presentation on the current position regarding the Borderlands Inclusive Growth Deal. The Borderlands Partnership consists of five cross-border local authorities - Carlisle City Council, Cumbria County Council, Dumfries & Galloway Council, Northumberland County Council and Scottish Borders Council with the remit to promote economic growth in the area that straddles the Scotland-England border.

JR explained it was important that under devolution Northumberland was not forgotten and that it would be a pivotal location after Brexit. The main focus would be on rural Northumberland rather than the South East of the county.

She explained there were several programme which Borderlands would cover:

- Digital Borderlands – asking to be the 1st 5G pilot
- Borderlands Energy Investment Company – low carbon destination
- Business Infrastructure Investment Fund
- Destination Borderlands
- Quality of Place – focusing on towns
- Knowledge Exchange Network – universities/colleges offering knowledge classrooms on an outreach basis

JR advised that 4 main projects (1 in each county) were being submitted for funding:

1. Mountain Bike Centre Innovation Centre
2. Carlisle Station Gateway
3. Chapelcross Energy Park
4. Berwick Theatre and Conference Centre

Councillor questions:

Councillor Watson said it felt like Northumberland had come to the party late and asked if projects could be submitted now. JR advised that it was too late to submit for the 4 main projects but projects could be put forward for consideration for this and other pots of funding. She also advised that Alnwick should benefit from the Borderlands Quality of

Place programmes.

Councillor Watson asked how the four areas have been bought together. JR advised that the Chief Executives have met on a regular basis with Ministers and MPs.

Councillor Mavin felt that some of the issue was that there was a dominance of a few very large landowners. JR advised that they might need to look at buying land for projects.

Councillor Mavin asked if there would be an NCC Minister for Borderlands. Councillor Moore advised that there already was a minister. JR confirmed that this was Councillor John Stevenson who can dedicate his time to Borderlands.

Councillor Wood-Mitchell said that having asked for ideas in Alnwick, and having said Alnwick was well placed to receive funding through Borderlands, she wondered what criteria was used to leave Alnwick out. JR advised that the 4 main projects were chosen as they were already well progressed business cases and very big (£25m+).

Councillor Wood-Mitchell asked if project ideas could still be submitted through the Alnwick Forum. JR said that they could and that NCC were trying to roll out forums in all relevant towns, they would have appropriate terms of reference and that each forum would have an NCC Officer allocated, supported by a Case Officer.

Councillor Allcroft asked if, when the funding was received, it would be distributed equally. JR advised that she would envisage 3 or 4 places being focused on in each county.

Councillor Wearn asked what criteria would be used to select suitable projects. JR advised that this had not been done yet but would be issued to people when done. JR said that she expected that projects would be submitted through local forums.

Councillor Wood-Mitchell asked if the Borderlands template should be used. JR advised that this was appropriate.

Councillor Symmonds explained that the profile of Alnwick is affluent as it has The Garden and Castle but Alnwick has economic issues such as loss of its young people and that Alnwick needs to be recognised as having as many issues as the rest of the county. JR advised that there would be 7 town forums of which 3 would be in the South East so not in Borderlands area. The main focus being on Berwick, Alnwick, Hexham and Morpeth although this will not be included as much in Borderlands.

JR finished by saying that this was the first presentation on Borderlands to any Town or Parish Council in Northumberland.

The Mayor thanked Janice for her presentation and answers.

The Town Clerk advised that, in Alnwick, a working group had been formed consisting of representatives from the Chamber of Trade, Alnwick Garden and Loving Alnwick with the aim of considering project ideas. An event was held in June at Alnwick Garden which was attended by the Mayor and the Project & Funding Officer. The Working Group, which is not a town council working group and will be called 'Investing in Alnwick', has asked if a Town Councillor and Officer will join the working group.

RESOLVED: i) To receive the presentation; ii) To appoint Councillor Moore and the Project & Funding Officer (with the Town Clerk as deputy) to represent the Town Council on the 'Investing in Alnwick' Working Group.

C18/73

Declarations of Interest

Councillor Moore declared a non-pecuniary interest in NCC matters and Councillor Wood-Mitchell declared a non-pecuniary interest in the Borderlands Working Group.

C18/74**Mayor's Report**

Councillor Symmonds reported the main events since the last meeting:

August 16th - Civic reception for a group from Voerde, Alnwick's twin town in Germany. He advised that 2019 will be the 40th year of the twinning with Voerde. He thanked the staff who had organised and helped with the event.

August 17th - a celebration of the Growing into Work Programme at Alnwick Garden. He reported that he had been surprised that there had been so many graduates on the programme but that each had given a good presentation.

August 19th – Berwick Mayor's Day consisting of a church service followed by a banquet. The atmosphere had been very friendly and he had given the Mayor of Berwick best wishes from Alnwick.

August 22nd – he had attended the Business Forum meeting.

C18/75**Minutes of the Last meeting (9th August 2018)**

The minutes of the Full Council meeting held on 9th August 2018 were tabled for approval. Councillor Wood-Mitchell asked for it to be recorded that she did not feel that minute C18/58 was a true record of her presentation about Loving Alnwick.

RESOLVED: The minutes of the meeting held on 9th August 2018 were agreed as a true record.

C18/76**Matters Arising**

C18/57 The Town Clerk reported that the borrowing approval for the Alnwick Town Juniors FC loan had been received.

C18/60 The Town Clerk reported that the Town Council's response to the Northumberland Local Plan Consultation had been submitted.

C18/62a) The Town Clerk reported that the outcome of the Willowburn Inquiry would be known on or before October 25th.

C18/62b) Councillor Watson asked if there would be an official opening of the Alnwick Bike Track. The Town Clerk reported that a celebration event was being organised. Councillor Allcroft reported that the bike track was being well used.

Councillor Harrington asked about health & safety at the site. The Town Clerk advised that the Town Council had Public Liability Insurance for the site and that signage on the site had been approved by the track manufacturer. He added that litter picking was being done daily and that the first track maintenance had taken place that day.

Councillor Mavin asked how Gallery Youth were supporting the bike track. The Town Clerk advised that Gallery Youth attended the site most days usually in the late afternoon and were looking to form a 'Friends' group.

Councillor Watson felt that Gallery Youth should be commended on their perseverance in getting the bike track constructed.

C18/67 The Town Clerk advised that the speed indicator sign at the top of Clayport Bank had been damaged by a vehicle which had hit the lamppost which had subsequently broken the solar panel. A new solar panel had been sent out but did not have the necessary fixings so a new one is being dispatched.

C18/77**Local Transport Plan Priorities 2019-20**

Councillor Swinbank reported that the Working Group had met and had drafted LTP priorities for 2019/2020. He reminded councillors that LTP priorities which have a

positive impact on pedestrians of cyclist safety score well.

Councillor Swinbank took councillors through the LTP priorities which had been reviewed by the Planning Committee earlier in the evening. He advised that the priority with regard to safety at the Denwick Lane/South Road junction was discussed with NCC Officers but the costs make this unlikely to be taken forward so had not been included in the LTP priorities. An alternative priority regarding footpaths in the town centre had been discussed with NCC Officers and as this was more likely to be funded was included in the LTP priorities. (See Appendix I for full LTP Priority document).

RESOLVED: To approve the LTP Priorities and submit to NCC.

C18/78 Update from County Councillors

Councillor Moore (RM) reported that he and Councillor Castle had been busy with planning applications.

He advised he was happy to align his LTP priorities with those of the Town Council.

He had a meeting the following week at St Paul's school to discuss safety issues.

There was an issue with cars on the corner near St Paul's church so conservation style bollards were being installed.

The next North Northumberland Council meeting was on Thursday 20th September.

There had been issues with access for buses near Alnmouth Station in Curly Lane due to parked cars. A single yellow line was being put in to restrict parking between 9am and 4pm. The 72 hour maximum stay had been put in place on the NCC car park area and a £1.50 per day parking fee with some of this money going to Lesbury Parish Council.

Councillor Broom asked anything could be done regarding the X15 and X18 buses. RM advised that he had a meeting with the Operations Director of Arriva in a couple of weeks' time to discuss the issues.

Councillor Watson advised that he was against car parking charges.

RM also reported that he was putting some of his allowance into updating and repairing the crossing section on the cobbles in Alnwick.

RESOLVED: To receive the update.

C18/79 Feedback from Business Forum held on August 20th 2018

The Projects and Funding Officer reported that the ATC Business Forum had been held on Monday August 20th. Around 40 people had attended to hear Ann-Marie Trevelyan report on the progress with Brexit. He advised that the next meeting is November 20th with presentations on Website Design by Spot-on design and Brand Development by Pure Fishing.

C18/80 Minutes of Committees

Minutes of the Planning Committee Meeting (9th August 2018) were tabled for approval.

RESOLVED: The minutes of the Planning Committee meeting held on 9th August 2018 were agreed as a true record.

Minutes of the Recreation & Amenities Committee Meeting (26th July 2018) were tabled for approval.

RESOLVED: The minutes of the Recreation & Amenities Committee meeting held on 26th July 2018 were agreed as a true record.

Minutes of the Finance & Policy Committee Meeting (23rd August 2018) were tabled for

approval.

RESOLVED: The minutes of the Finance & Policy Committee meeting held on 23rd August 2018 were agreed as a true record.

C18/81

Correspondence

The following correspondence had been received since the last meeting:

Date	Detail	Action
28 th Aug 5 th Sept	NALC enews	Circulated
28 th Aug	Resident of Bridge Street – Street Obstruction	Discussed – refer to NCC
5 th Sept	NALC AGM – 29 th Sept.	Noted
7 th Sept	NCC – Community Chest Round 2 deadline 28 th Sept	Noted
12 th Sept	PJK Littlejohn – External Audit Completion of Audit 2017/18	Noted
11 th Sept	NCC Parking – additional spaces on Pottergate	Noted
17 th Aug	NCC Parking – notification of re-lining on Clayport Street	Noted
14 th Aug	Business request to NCC regarding parking *	To be part of next parking review
12 th Sept	NALC Training	To circulate

Councillor Swinbank reported that Councillor Castle had advised that now the DCHS had moved, some of the double yellow lines close to the old site could possibly be removed to give more parking spaces.

RESOLVED: i) To receive the correspondence; ii) To review possible yellow lines for removal and iii) to note the satisfactory completion of the External Audit.

C18/82

Financial Matters

a) Payments

The following invoices had been received/payments were due:

PAYEE	TOTAL	VAT	DETAIL
NCC	£10,400.35	£5.00	Payroll July
NCC	£252.00	£42.00	Repairs to Town signs
Sportsworld Ltd	£109.20	£18.20	Bike Track – temporary signage
Northumberland Estates	£10.00	£0	Licence Fee – Bus Shelter Greensfield Court
Glasdon UK Ltd	£1,330.23	£221.70	New Litter Bins

NCC	£102.00	£0	Wheelie Bins – Bike Track
Royal British Legion Poppy Appeal	£50	£0	Wreath for Remembrance Sunday plus £31 donation
Diamond Business Systems	£59.40	£9.90	Photocopier Quarterly Charge
Streetscape Ltd	£510.00	£85.00	Play Area Wetpour kits
Fife Plant Hire	£253.80	£42.30	Flags/sand/cement – Bike Track & Cemetery
St James’s Church Centre	£91.00*	£0	Room Booking Business Forum
WR Batey	£74.40*	£12.40	Refreshments Town Twinning and Business Forum*
J Pibworth	£44.98	£7.49	Town Twinning Gift
J McLean	£243.97	£40.66	Tools and materials
Petty cash	£140.00	£23.35	Fuel for Van
Bannerbox	£372	£62.00	Site Survey – Flag pole
PJK Littlejohn LLP	£1,200.00	£200.00	External Audit
R Turnbull & Sons	£252.18	£42.03	Buffet Town Twinning
Greenfingers	£153.60	£25.60	Grass Cutting Bike Track
Mayor’s Allowance	£1,000.00	£0	Annual Allowance
TOTAL	£16,649.11	£837.63	

* Indicates LGA 1972 s137 Expenditure (Total £250).

The following invoices were paid by direct debit & were reported for information:			
British Gas	£19.97	£0	Cemetery Lodge - service contract
Biffa	£111.48	£18.58	Trade Waste - Cemetery
BT	£59.18	£9.86	Phone Bill - Cemetery Office Paid 28/8
BT	£38.45	£6.41	Phone Bill – Fenkle Street Paid 22/8
BT	£100.20	£16.70	Broadband - Fenkle Street Paid 31/8
Northumbrian Water	£26.45 £42.66 £3,353.99	£0 £0 £0	Cemetery Robertson’s Fountain Allotments
NEST	£612.94	£0	Employee & Employer Pension contributions August

The Town Clerk advised that a grant payment of £1,700 was due to Local Living for the Food Festival and markets. He also advised that the payments for the first half of 2018/19 for the You’re Welcome Scheme were due, to 3 local businesses; these amounted to £750 in total.

RESOLVED: To approve and authorise the above payments amounting to £19,099.11, note the direct debit payments of £4,365.32.

b) Bank reconciliation & Income and Expenditure Account

The Town Clerk presented the Bank Reconciliation for July and August 2018 together with the Income and Expenditure account and confirmed that everything balanced. He explained that new lines had been created for the Alnwick Bike Track, Hotspur Statue, Robertson's Pant and Willowburn Inquiry.

RESOLVED: To approve the Bank Reconciliation for July and August 2018.

C18/83 Any Other Urgent Business

Councillor Symmonds advised that the Civic Carol Service would be held on December 12th at St Michael's Church.

Councillor Broom thanked everyone who had helped with the bollard painting.

The public meeting closed at 9.15pm.

C18/84 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 July 12th
2. Co-option of new councillor for the Castle Ward

Overarching Issue and Location	Details	Priority / suggested actions	Potential Outcomes
<p>PRIORITY 1</p> <p>Poor condition of pedestrian access routes across the Cobbles, Bondgate Within (there are 4 pedestrian routes marked across the cobbles including the main central route).</p>	<p>Loose, uneven and slippery cobbles make them very difficult to cross on foot or in wheelchairs</p> <p>Poor access routes to existing pedestrian crossings</p> <p>No crossing route across the highway in the section of Bondgate Within between Bondgate Tower and Bailey's</p>	<p>i. Improvements to give better pedestrian access across the Cobbles on Bondgate Within/Market Street car parking areas including improvements to the railed area at the top of the Bondgate Within Cobbles to give better access especially for those in mobility scooters / buggies and improvements to the paved area at the pedestrian crossing and location of crossing light to give better access for mobility scooter users</p> <p>ii. Investigate other safe pedestrian routes across Bondgate Within</p> <p>iii. Implement the outstanding 'tactile cone' drop kerb are installed (under NCC's Improvements for Pedestrians and Cyclists programme)</p>	<ul style="list-style-type: none"> • Improves accessibility around town for a wider audience • Improves pedestrian routes enabling access to all areas of the town for residents and visitors to help economic growth • Reduce accidents / falls / claims by creating a safer environment for all, including older people, pushchair, mobility scooter and wheelchair users and those with disabilities • Supports priorities in the Alnwick & Denwick Neighbourhood Plan Transport Section (TRA1 Walking & TR2 Cycling) and (HD3) in Heritage, Design & Culture • Supports requests / complaints received by NCC / ATC

Overarching Issue and Location	Details	Priority / suggested actions	Potential Outcomes
<p>PRIORITY 2</p> <p>Lack of crossing on Victoria Road makes it dangerous for pedestrians and cyclists especially school children which could result in an increase in accidents and may result in fatalities</p> <p>This has been an on-going issue since at least Aug 2013</p>	<p>This has become even more dangerous with the relocation of the DCHS and the additional year 7 and 8 pupils now based at the school. The lack of a crossing is dangerous for pedestrians / cyclists with an increased likelihood of accidents due to:</p> <ul style="list-style-type: none"> i. Difficulty crossing roads ii. Inability to see oncoming traffic iii. Double parking, parking on pavements and double yellow lines iv. Proximity of bus stop and cars parking in bus stop area v. Speeding traffic 	<p>To improve pedestrian / cyclist safety on Victoria Road by:</p> <ul style="list-style-type: none"> i. Installing a pedestrian crossing in the vicinity of the Co-op with an extruded footpath for better vision for pedestrians ii. Implementing traffic calming measures by installing an extruded footpath to give better vision of pedestrians and cyclists (especially children travelling to the new school) and slow traffic down iii. Implementing parking restrictions for added safety in accordance with the introduction of a new pedestrian crossing 	<ul style="list-style-type: none"> • Safer for cyclists and pedestrians especially school children • Reduction in the number of accidents • Improves quality of life as better accessible for pedestrians and road users • Traffic calming on routes into and out of town centre • Negates on-going CoSH Issue • Supports priorities in the Alnwick & Denwick Neighbourhood Plan Transport Section (TRA1 Walking & TR2 Cycling) • Supports requests / complaints received by NCC / ATC

Overarching Issue and Location	Details	Priority / suggested actions	Potential Outcomes
<p>PRIORITY 3</p> <p>Poor condition of footpaths in the town</p> <p>Main Town Centre area including:</p> <ul style="list-style-type: none"> • Bondgate Within from Bondgate Tower to M&Co • Market Place • Market St / junction with Fenkle St 	<p>Cracked broken and damaged paving stones, uneven paving on several large areas of footways in the town causes issues for residents and visitors</p> <p>Damage is being exacerbated by NCC's road sweeper</p>	<ul style="list-style-type: none"> i. Repairs to areas of damaged town centre paving including the broken drainage channels in the vicinity of the Market Place (we understand this may already be underway by local office) ii. Inspect to ensure that 'tactile cone' drop kerb are installed (under NCC's Improvements for Pedestrians and Cyclists programme) on all main roads in the town centre iii. Conduct a survey and produce a report on the remainder of the footpaths in the wider Alnwick area to identify priority areas for future repairs 	<ul style="list-style-type: none"> • Improves accessibility of town centre to wider audience • Improves appearance of the town to be more attractive to visitors and shoppers • Improved visual appearance of the area • Reduce accidents / falls / claims by creating a safer environment for all, including older people / wheelchair users and those with disabilities • Supports priorities in the Alnwick & Denwick Neighbourhood Plan Transport Section (TRA1 Walking & TR2 Cycling) and (HD3) in Heritage, Design & Culture • Supports requests / complaints received by NCC / ATC