



The Council Offices, Greenwell Lane,
Alnwick, Northumberland NE66 1HB

Your Ref:

Our Ref: FC/2/2019

Clerk to Council

Bill Batey

Tel: 01665 602574

Mobile: 07971 810267

Dear Councillor

8th February 2019

The next meeting of the Council will be held on **Thursday 14th February 2019** 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. Presentation by NEED Ltd – Charlotte Wilson, Finance Director
5. Approval of the Minutes of the Last Meeting (10th January 2019)
6. Matters Arising
7. Mayor's Report
8. Feedback on County Council matters
9. Lindisfarne Sports Centre
10. Updates on a) Away Day, b) Alnwick Forum Consultation Event
11. Feedback from Bill Grimsey's, Alnwick Business Forum presentation.
12. NCC Local Plan
13. Update & Recommendation from the Sustainable Transport Working Group
14. Mechanics Institute 2018 Draft Accounts
15. Minutes of the Committees
 - a) Planning, Highways & Transport Committee Meeting (10th January 2019)
 - b) Cemetery Committee (17th January 2019)
 - c) Recreation & Amenities (24th January 2019),
16. Correspondence
17. Financial Matters – a) Payments and b) Bank Reconciliation
18. Any Other Urgent Business

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 7**Mayor's Report**

An update on the mayor's diary will be given at the meeting.

Agenda item 8**Update on County Council matters.**

Councillors Castle and Moore will update the Town Council on County Council matters.

Recommendation: To note the update**Agenda item 9****Lindisfarne Sports Centre**

The Council has been asked by NCC to consider if it is interested in taking over the Lindisfarne Sports Centre. The request has arisen through the Alnwick Forum. The Clerk has been reviewing the information available on the centre, this will be circulated to councillors prior to the meeting. Following the recent Lindisfarne school site public meeting, which was attended by a number of sports club representatives, the Town Council has been asked to lead a user group to establish the best way forward.

Recommendation: To consider the information provided and progress the user group discussions**Agenda item 10****Updates a) Away Day, b) Alnwick Forum Consultation Event**

- a) The away day is now booked for Saturday 2nd March 9.30 – 1pm. The external facilitator will be Andy Dean from Community Action Northumberland. Councillors have been asked for suggested agenda item. A draft agenda will be circulated for confirmation by the Council.
- b) The next Alnwick Forum Consultation event will be held in Northumberland Hall on Saturday 23rd March between 10am and 3pm. The next forum meeting will agree the content and display material but it will include progress updates on the former Lindisfarne School site and Narrowgate. The Town Clerk will be looking for volunteers to assist on the day.

Recommendation: That the updates be noted.**Agenda item 11****Feedback from Bill Grimsey's Alnwick Business Forum presentation**

On Wednesday 13th February the nationally renowned retail analyst Bill Grimsey, author of The Grimsey Reports (2013 and 2018) will have presented his views on future high streets and town centres, at the Business Forum. This agenda item will enable councillors to consider the matter.

Recommendation: To discuss the presentation.

Agenda item 12**NCC Local Plan**

The final phase of public involvement in a new Local Plan for the whole of Northumberland started on Wednesday 30 January 2019. Residents, businesses, community and voluntary groups, town and parish town councils, are able to have their say. Public consultation on this 'publication draft' plan will run for six weeks - until Wednesday 13 March. The next meeting of the NCC North Area Committee on 21st February at St James Church Centre will contain a presentation on the Plan. The Project and Funding Officer has been preparing a draft response for consideration; this will be considered initially at the Planning Committee earlier in the evening.

Recommendation: To consider the current draft response and give delegated authority to the Town Clerk in consultation with the Chairman of the Planning, Highways and Transport Committee, to finalise it, prior to the submission deadline.

Agenda item 13**Update & Recommendation from the Sustainable Transport Working Group**

At the Sustainable Transport Working Group meeting on 7th February 2019, Richard McKenzie Senior Programming Officer NCC, gave an update on the current position regarding the possible pedestrianisation of Narrowgate. He outlined that further discussions with some of the traders was necessary and that depending on the outcome, it would be possible to implement a trial scheme in the summer. Councillor Swinbank, who chairs the Working Group, will give more information on this, and other items that were discussed.

Recommendation: To agree, subject to further consultation by NCC, to support the progression of a trial pedestrianisation scheme in Narrowgate.

Agenda item 14**Mechanics Institute 2018 Draft Accounts**

The financial year for the Mechanics Institute ended on January 14th 2019, the Clerk will present the draft accounts and budget proposals for 2019/20. Once the Council has considered the draft accounts, they will be subject to external audit.

Recommendation: To approve the draft accounts and 2019/20 budget.

Agenda item 16**Correspondence**

The following correspondence has been received since the last meeting:

Date	Detail	Action if any
20 th Dec	Gallery Youth – request for permission to install 2 shipping containers at Bike Track for storage and bike maintenance workshops. Also request for a portable toilet to be positioned over the summer	Councillors to consider (as leaseholder)
16/1, 24/1	NALC enews	Available from the clerk on request
1 st Feb	Invitation to Voedre to mark 40 th anniversary of Town Twinning, 17 th -21 st May 2019	Councillors to consider

1 st Feb	NCC – proposed residents permit parking scheme – Clayport Street	Referred to Planning Committee
7 th Feb	Northumberland Estates – Archaeology works starting 11 th Feb for Windy Edge Development	To Note

Recommendation: That the correspondence received be considered.

Agenda item 17

Financial Matters a) Payments

The following payments are due (as at 7nd February); this list will be updated at the meeting, if necessary.

PAYEE	TOTAL PAYABLE	VAT ELEMENT	DESCRIPTION
Zurich Municipal	£38.16	£0	Additional insurance Orchard Play Area. (paid 11/1)
Infinite Play	£11,022.00	£1,837	Community Orchard play area.
Total Flooring	£1,769.00	£294.83	Cemetery Chapel Flooring
Local Living	£232.75	£0	Willowburn unit rent.
W R Batey	£61.99	£10.33	Paint for Planters
Amberol Ltd	£211.20	£35.20	Handing Baskets cemetery
J Pibworth	£153.80	£28.58	Plants, Tubs, Compost
Abacus Playgrounds Ltd	£8,140.80	£1,356.80	Wet pour replacement. Swansfield Park Play Area
NCC	£420.14	£70.02	Stage for the Big Sing
Weasdale Nurseries Ltd	£362.19	£56.59	Trees
Diamond Business Systems	£24.25	£4.04	Photocopying Dec & Jan
TOTAL	£22,436.28	£3,693.39	

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

BT	£28.61	£4.77	Phone Bills Cemetery (paid 28/1)
BT	£84.60	£14.10	Phone Bill Greenwell Lane (22/1) Note credit of £297.60 given for overcharge in Dec and Jan following office move
NEST	£572.43	£0	Employer pension scheme contributions for Feb. (paid 15/2)
British Gas	£22.55	£0	Gas HomeCare policy
Biffa	£111.48	£18.58	Trade Waste - Cemetery (paid 28/2)

Recommendation: To approve and authorise the above payments amounting to £9,206.14 and to note the direct debit payments of £819.67.

b) Bank Reconciliation

The Clerk will circulate the latest bank reconciliation for approval.