

Minutes of the Annual Meeting of the Council held on Thursday 10th May 2012 in the Council Chamber, Clayport Street Alnwick at 7pm.

Present: Cllrs A Symmonds (Mayor), S Allcroft, J Bell, G Castle, K Gray, W Grisdale, B Hewison, G Knox, K Moore, S Patience, R Roberts, A Symmonds, B Thompson, J Thompson, R Waddell, S Walton and G Watson.

In attendance: W Batey, Chief Officer and Town Clerk.

C12/01. Questions from the Public

Mr Justin Pringle, a business owner on Fenkle Street addressed the Council about his concerns about possible car and pedestrian accidents on Narrowgate and the need to have some form of restriction on traffic or pedestrian priority in that area. Councillors agreed that this needed further investigation and could also be considered through the Neighbourhood Plan.

RESOLVED:- To raise the matter with Northumberland County Council for consideration.

C12/02. Apologies: Cllr Harrington.

C12/03. Declarations of Interest

No interests were declared.

C12/04. Election of the Mayor

The clerk reported that one nomination had been received, this was for Alan Symmonds, proposed by Cllr Patience and Seconded by Cllr Hewison.

RESOLVED: That Councillor A Symmonds be elected as Mayor.

Councillor Symmonds gave a report on his term of office, he thanked Councillor Watson for his support as Deputy Mayor and outlined some of the key events that he had attended and said he was looking forward to the next year and the challenges ahead. He completed and signed his declaration of acceptance of office.

C12/05. Election of Deputy Mayor

Two nominations for Deputy Mayor had been received these were for:

- Bill Grisdale (nominated by Cllr Roberts and seconded by Cllr Knox)
- Geoff Watson (nominated by Cllr Allcroft and seconded by Cllr Castle)

In accordance with the constitution, voting papers had been issued to all councillors and the majority of votes cast were in favour of Councillor Grisdale.

RESOLVED: That Councillor B Grisdale be elected as Deputy Mayor.

Councillor Grisdale completed and signed his declaration of acceptance of office.

C12/06. Resignation of Councillor Blakey

Councillors had been previously been informed about the resignation of Councillor Blakey on health grounds. The Mayor paid tribute to her excellent civic service over a number of years on behalf of the town and wished her well. The clerk reported that a Notice of Vacancy had been published and electors had until May 23rd to trigger an election to fill the vacancy if they wished. If an election was not triggered it was open to the council to fill the vacancy by co-option. He suggested that a timetable could be set which would result in a decision being made at the July Council Meeting. Councillors discussed the process and

agreed that any prospective councillors should be asked to make a written submission about why they would like to be a councillor.

RESOLVED: In the event that the Council have the opportunity to co-opt a new councillor, this should be done at the July Council meeting and written submissions will be required from prospective councillors.

C12/07. Committee Appointments and Appointments of Chairs and Vice Chairs of Committees.

The proposed committee membership was tabled at the meeting, this took into account the preferences of councillors. These were proposed and seconded.

RESOLVED: The Recreation & Amenities Committee comprises of Councillors; Allcroft, Bell, Grisdale, Harrington, Knox, Moore, Patience, Roberts, Symmonds, Walton, and Watson.

RESOLVED: The Cemetery Committee comprises of Councillors; Allcroft, Bell, Gray, Moore, B Thompson, Walton and Watson, plus a representative from Denwick Parish Council.

RESOLVED: The Planning, Highways and Transport Committee comprises of Councillors; Gray, Grisdale, Harrington, Hewison, Knox, Moore, Roberts, Symmonds, B Thompson, J Thompson, Waddell and Watson.

To enable the composition of the Finance and Policy committee to be finalised it was agreed to appoint the Chairman and Vice Chairman of the above committees.

Councillor Patience was proposed and seconded as Chairman of the Recreation and Amenities Committee.

RESOLVED: Councillor Patience be appointed as Chairman of the Recreation and Amenities Committee.

Councillor Harrington was proposed and seconded for the position of Vice Chairman of the Recreation and Amenities Committee.

RESOLVED: Councillor Harrington be appointed as Vice Chairman of the Recreation and Amenities Committee.

Councillor Gray was proposed and seconded as Chairman of the Cemetery Committee

RESOLVED: Councillor Gray be appointed as Chairman of the Cemetery Committee.

Councillor Moore was proposed and seconded for the position of Vice Chairman of the Cemetery Committee.

RESOLVED: Councillor Moore be appointed as Vice Chairman of the Cemetery Committee.

Councillor Roberts was proposed and seconded as Chairman of the Planning, Highways and Transport Committee.

RESOLVED: Councillor Roberts be appointed as Chairman of the Planning, Highways and Transport Committee.

Councillor Harrington was proposed and seconded for the position of Vice Chairman of the Planning, Highways and Transport Committee.

RESOLVED: Councillor Harrington be appointed as Vice Chairman of the Planning, Highways and Transport Committee.

The membership of the Finance & Policy Committee was then proposed and seconded as on the list tabled at the meeting.

RESOLVED: The Finance & Policy Committee comprises of Councillors, Allcroft, Castle, Gray, Grisdale, Hewison, Patience, Roberts, Symmonds, J Thompson, Waddell, Walton and Watson.

Councillor Castle was proposed and seconded as the Chairman of the Finance and Policy Committee.

RESOLVED: Councillor Castle be appointed as Chairman of the Finance & Policy Committee.

Councillor Allcroft was proposed and seconded for the position of Vice Chairman of the Finance & Policy Committee.

RESOLVED: Councillor Allcroft be appointed as Vice Chairman of the Finance & Policy Committee.

C12/08. Appointments to Outside Bodies

A schedule of the outside bodies was tabled at the meeting, together with suggested representatives. Cllr Allcroft agreed to be a Town Council representative on Alnwick In Bloom and the Community Action Northumberland position remained vacant.

RESOLVED: Outside Bodies appointments were as per the schedule attached to these minutes.

C12/09. Dates of Meetings

A draft schedule of council and committee meetings was tabled for approval and is attached to these minutes. Councillors agreed that the meeting of the Planning Committee and the full Council meeting in June be held on Wednesday 6th June 2012 and the December Finance and Policy Committee and Cemetery Committee meetings be held on Tuesday 4th December 2012.

RESOLVED: That the council and committee dates be approved.

C12/10. Inspector Paul Truscott Northumbria Police addressed the Council.

Inspector Truscott outlined that he had been in post for seven weeks and had previously served in Ashington and Prudhoe. He was looking to ensure that the police force in the area were visible, in touch with the community and were targeting known offenders. He outlined some examples in relation to inconsiderate driving and anti-social behaviour. Councillors asked questions about young bike riders operating without brakes, litter in the Column Field and the parking in the Market Place problem. In relation to the latter, Inspector Truscott promised to look into the issue to see what could be done. The Mayor thanked Inspector Truscott for his presentation and invited him back to the Council in 6 months time.

RESOLVED: Inspector Truscott be invited back to a council meeting in 6 months time.

C12/11. Minutes of the Previous Meeting (12th April 2012)

RESOLVED: The minutes of the meeting held on 12th April 2012 were agreed as a true record.

These were duly signed by the Mayor.

C12/12. Matters Arising not on the Agenda

The Mayor highlighted the Civic Awards ceremony held the previous week which had been a great success.

C12/13. Mayor's Report

Copies of the Mayor's report were circulated with the agenda and a copy is attached to the master copy of these minutes. The Mayor also gave councillors the date for the Charity Ball which is at Alnwick Castle Guest Hall 12th October 2012. It was highlighted that his report had missed out his attendance at a community event at Sainsbury's.

RESOLVED: That the report be received.

C12/14. Draft Accounts 2011/12

The Clerk updated the meeting on progress regarding the production of and auditing of the 2011/12 accounts. A copy of the Income and Expenditure Account was tabled and outlined. The Clerk outlined that the internal audit work would be commencing shortly and that electors would be able to exercise their rights to inspect the accounts between 28th May and 26th July. The Annual Return will need to be approved by the council at the next meeting (June) and submitted to the external auditor by 2nd July.

RESOLVED: The draft accounts 2011/12 be received and approved.

C12/15. Minutes of Committees

The Minutes of the Planning, Highways and Transport Committee (12th April 2012) were tabled for approval.

RESOLVED: The minutes of the Planning, Highways and Transport Committee meeting held on 12th April 2012 were agreed as a true record.

C12/16. Correspondence

The clerk reported that the following correspondence has been received since the last meeting:

Date	Detail	Action if any
17 th April	Review of financial support for Bus Services	Discussed – see below
26 th April	Newton on the Moor and Swarland Parish Council - Bus service 813. Meeting 14 th May.	Discussed – see below
2 nd May	iNorthumberland newsletter	Available from the clerk on request.
1 st May	LOVE Northumberland awards	Available from the clerk on request

RESOLVED: That the clerk prepares a report on Bus Service financial support for the next meeting and informs Newton on the Moor and Swarland Parish Council that Alnwick Town Council are unable to send a representative to the meeting on 14th May.

C12/17. Street Trading Licence - Simply Delicious

Simply Delicious has applied to Northumberland County Council for a street trading permit for the Alnwick, Alnmouth, Shilbottle, Hipsburn and Longhoughton area. As part of the Street Trading Policy the County Council consult with relevant parties, of which one is the town/parish council. The consultation ends on 24th May for this application. The licence was for the sale of ice cream, soft drinks and confectionary. Councillors had no objections but wished to see a sole trader restriction on the Swansfield Park Car Park

RESOLVED: The Council had no objections to the application.

C12/18. Financial Matters – Payments

The clerk reported that the following invoices had been received for payment.

HMRC	£1683.49	Tax and NI
Wages Account	£5000	Transfer to wages account
A Symmonds	£26.97	Books for St Cloud
Chubb	£217.05	Annual Service of Equipment
Alnwick Tyres	£73.80	Disposal of Tyres
ICCM	£90	Annual Membership
npower	£105.27	Electricity - chapel
Aon Ltd	£13.94	Additional insurance
NALC	£749.61	Annual Subscription
WR Batey	£35.90	Certificate frames – Civic awards
AFS Country Store	£69.80	Materials
TOTAL	£8,065.83	

The following agreed payments were also due:

Alnwick Music Festival	£3,000	Annual Grant award
Alnwick Food Festival	£1,100	Annual Grant award
Alnwick in Bloom	£2,375	Annual Grant award
Mayor (as elected)	£1,000	Annual Mayoral Allowance
TOTAL	£7,475	

The following payments are now paid by direct debit and were reported for information		
BT	£74.13	Phone bills cemetery and cemetery lodge Paid 26 th April 12
npower	49.49	Electricity - cemetery

RESOLVED: To approve and authorise the above payment amounting to £15,540.83 and to note the direct debit payments of £123.62

At the Council Meeting in February 2012, the Council had agreed to support the Heritage Lottery Fund application being made by Bailiffgate Museum. The Council also agreed to look to give some financial support to the application. In January 2012 the Council had approved a grant of £1,000 to the Museum. To assist with the application which required some match funding, it was suggested that the Council agree to firstly, a three year commitment to the Museum of £1,000 per year (starting in 2012/13) and secondly, an additional one-off grant of £1,000, for payment in 2012/13, was proposed and seconded.

RESOLVED: Councillors agree to support the Bailiffgate Museum Heritage Lottery Fund application and give a three year commitment of an annual grant for £1,000 to the museum plus an additional one-off grant of £1,000 on 2012/13.

The Council's insurance premium is due for payment in June 2012 and the premium will need to be paid prior to the next meeting.

RESOLVED: Delegated authority be given to the clerk, in consultation with the Chairman of the Finance and Policy Committee and the Mayor, to renew the insurance policy on the best terms.

C12/19. Exclusion of the Press and Public

RESOLVED: 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 3 and 7 of Part 1 of Schedule 12A of the Act.

The following items was considered:

C12/20. Council website

C12/21. Mechanics Institute Update, Alnwick

The meeting closed at 9.05 p.m.