



# ALNWICK TOWN COUNCIL

Cemetery Lodge Office  
South Road  
Alnwick  
Northumberland NE66 2PH

Your Ref:

Our Ref: FC/9/2014

Dear Councillor

Clerk to Council

Bill Batey

Tel: 01665 714922

Mobile: 07971 810267

5<sup>th</sup> September 2014

The next meeting of the Council will be held on **Thursday 11<sup>th</sup> September 2014 in St James's Church Centre, Pottergate, Alnwick at 7.00pm.** 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 Previous Meeting (11<sup>th</sup> September 2014)
6. Matters Arising
7. Local Transport Plan Priorities
8. Strategic Housing Land Availability Assessment Consultation
9. Remembrance Sunday Arrangements 2014
10. Proposed Town Clean-up
11. NCC procedures for applying for section 106 monies for open space, sport and recreational purposes
12. Minutes of Committees a) Planning Committee Meeting (14<sup>th</sup> August 2014)
13. Correspondence
14. Financial Matters – Payments
15. Feedback Local Multi-agency Crime Prevention Initiative Meeting
16. 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****Local Transport Plan Priorities**

NCC has asked the Town Council to identify its top 3 highways and transport priorities, so that they can be considered for inclusion in the Local Transport Plan (LTP) Programme 2015-16. In 2014/15 the Council priorities were:

1. The investigation of the feasibility of pedestrian priority for Narrowgate
2. Road widening and right turn lane at the service station on the A1068 South Road
3. Pavement repairs and improvements to Green Batt, St Michael's Lane and the entrance and exits to the Market Place including the drainage channels.

The deadline for comments is 26<sup>th</sup> September 2014. At the July Council meeting it was agreed that a Working Group of the Planning Highways and Transport Committee be formed to consider the priorities and to then report back to the September Council meeting.

Following a meeting of councillors a list of priorities has been drawn up for consideration. This list is circulated with the agenda papers; the list is in order of suggested priority.

**Recommendation: That Councillors consider and agree the 2015/2016 priorities.**

**Agenda Item 8****Strategic Housing Land Availability Assessment Consultation**

The Town Council has been consulted by NCC on the draft site assessments which have been prepared as part of the update to the Northumberland Strategic Housing Land Availability Assessment (SHLAA).

In order to boost significantly the supply of housing, the National Planning Policy Framework requires local planning authorities to prepare a SHLAA. The SHLAA:

- Identifies sites with potential for housing;
- Assesses how many dwellings may be accommodated on a site with potential for housing development; and
- Assesses when sites are likely to be developed.

It is important to stress that the SHLAA is **not a policy document**. It does not allocate sites for residential use or indicate whether they will be granted planning permission. It is part of the evidence base for the emerging Northumberland Local Plan. Anyone can submit a site into the SHLAA. Sites included within the SHLAA are assessed in line with the Northumberland SHLAA methodology which is based on national guidance. This assesses whether sites are suitable, available and achievable, and is quite distinct from the process by which planning applications are determined.

The consultation runs until Wednesday 24 September 2014. All councillors have been circulated with information about the Alnwick sites (21<sup>st</sup> Aug).

**Recommendation: To agree the Town Council response.**

**Agenda item 9****Remembrance Sunday Arrangements 2014.**

The 2014 the Remembrance Sunday service will be held on Sunday 9<sup>th</sup> November in St Paul's Church Alnwick starting at 2.30pm. After the service there will be a march to the war memorial for the laying of wreaths in remembrance. Councillors are invited to the service and to participate in the march. Refreshments for guests will be served afterwards in the Northumberland Hall.

**Recommendation: To note the arrangements**

**Agenda item 10****Proposed Town Clean-up**

At the last meeting of the Recreation and Amenities Committee it was proposed that another town clean-up be organised in September. The purpose being to do an end of season clean and weed. The suggested date is Sunday 28<sup>th</sup> September 2014 starting at 10.00am.

**Recommendation: To confirm the date for the proposed Clean-up.**

**Agenda item 11****NCC procedures for applying for section 106 monies for open space, sport and recreational purposes**

We have been informed by NCC of the process that has been introduced in relation to applying for section 106 monies for open space and recreational activities in the Northern Area. Recreational activities include for example play areas, sports pitches, and sports equipment. An application pack has been prepared and a number of bidding rounds established (4 for the period up to February 2015). Applications can be made by for example, Town and Parish Council's, community groups, sporting clubs and schools. The NCC contact for the process is Val Knowles, Leisure Development Officer. Copies of the paperwork will be circulated by the clerk.

**Recommendation: The Council notes the new process.**

**Agenda item 12****Correspondence**

The following correspondence has been received since the last meeting:

<b>Date</b>	<b>Detail</b>	<b>Action if any</b>
21 <sup>st</sup> Aug	NALC – Details of Parish Council Training courses	Available from the clerk on request
29 <sup>th</sup> Aug	NCC – Consultation on changes to bus services X15 and X18. Comments requested by 10 <sup>th</sup> Oct.	Comments to be sent to clerk.
1 <sup>st</sup> Sept	Alnwick Community Centre – invite to meeting on 1 <sup>st</sup> Oct at 7pm in Alnwick Community Centre regarding proposed stake park	To note and consider attending

**Recommendation: That the correspondence received be noted.**

**Agenda item 13****Financial Matters –Payments**

The following invoices have been received for payment (as at 4<sup>h</sup> September); this list will be updated at the meeting, if necessary.

HMRC	£1,989.01	Tax and NI
Wages Account	£5,000	
S Patience	£93.99	Neighbourhood Plan payments (stall rents, DVD player and lead)
CBS World	£42.93	Cornerfix's for Neighbourhood Plan Document
Barbara Henderson	£600	Neighbourhood Plan leaflet
CLS Displays	£270	Flexestand graphic panel for Neighbourhood Plan
Azure Printing	£344.65	Neighbourhood Plan Questionnaire
Azure Printing	£583.90	Printing of Neighbourhood Plan
Azure Printing	£449.08	Printing of Neighbourhood Plan leaflet
Alnwick Markets	£612.50	Contribution to rent of unit at Willowburn for Town Council and festival equipment for July - Sept
Greenlay (Grass Machinery) Ltd	£95.71	Machine Part and engine oil
Oswald Hughes	£72	Periodic Electrical inspection of Robertson's Pant
Oswald Hughes	£606	Periodic electrical inspections of the Cemetery Chapel, Cemetery Lodge and Workshop and Office including rectifying minor defects.
Alnwick Markets	£380	Contribution to Sunday Market publicity (Town Team budget)
W R Batey	£71.63	Stationary
NCC	£2,000	Erection costs of stage for Music Festival. (To be deducted from Music Festival grant)
Chris Bowden	£2,000	Cemetery pointing
Scottish Fuels	£689.49	Diesel Oil - cemetery
<b>TOTAL</b>	<b>15,900.89</b>	

The following payments are now paid by direct debit and are reported for information		
BT	£107.06	Phone bills cemetery and cemetery lodge Paid 27 <sup>th</sup> Aug 14

The Grant payment for Alnwick in Bloom (agreed under the budget has been requested and also been paid. The payment was £1295 which reflected the fact that the Council is paying for the watering of the hanging baskets.

**Recommendation: To approve and authorise the above payment amounting to £17,195.89 and to note the direct debit payments of £107.06.**