

**Minutes of the meeting of the Council held on
Thursday 10th September 2015
in St James Church Rooms, Pottergate, Alnwick at 7.15pm**

- Present** Cllrs S Allcroft, (Chair), P Allcroft, P Broom, G Castle, D Farrar, M Harrington, P Holt, J Humphries, G Mavin, S Mavin, K Moore, M Swinbank and A Symmonds.-
- In attendance** W Batey, Chief Officer and Town Clerk; J Pibworth, Assistant to the Town Clerk; County Councillor H Cairns, Dave Campbell, Asset Town Champion (NCC).
- C15/63 Questions from the public**
None.
- C15/64 Apologies for absence**
Cllrs. P Edge, W Grisdale, S Patience, R Roberts and A Shilton.
- C15/65 Declarations of Interest**
Councillor Castle declared a non-pecuniary interest in county council matters.
Councillors Swinbank declared a non-pecuniary interest in Item 8.
- C15/66 Minutes of the Last meetings**
Minutes of the Full Council meeting on (13th August 2015) were tabled for approval.
RESOLVED: The minutes of the meeting held on 13th August were agreed as a true record and duly signed.
- C15/67 Matters Arising**
C15/50 The Town Clerk gave an update of the CCTV cameras currently in operation in the town centre. He advised that NCC were reviewing the whole system with the view to replacing a non static system / cameras. He confirmed that he will contact NCC to request an upgrade to the current system.
C15/52 (C15/27) Councillor Farrar asked if there was any update on the requested governance review. The Town Clerk advised that he had contacted NCC and that the whole process could take several months to complete. It was expected that the consultation stage would be completed by Christmas.
C15/43 (C15/43) The Town Clerk advised that a new bin for Alwynside Estate would be put in place in the next couple of weeks.
C15/56 The Town Clerk advised that September 24th was the suggested date for the Sustainable Transport meeting.
C15/57 The Town Clerk advised that the Freedom of Information Policy and other documents was almost finalised and now on the website.
C15/59 Councillor G Mavin asked if there was any update on the proposed Audit of Public Spaces by Alnwick Chamber of Trade. The Town Clerk advised he was awaiting further information and what this meant.
- C15/68 Mayor's Report**
Councillor S Allcroft reported that the Mayor's Report is on his blog www.alnwickmayor.wordpress.com.

C15/69**Minutes of Committees**

Minutes of the Planning, Highways and Transport Committee Meeting (13th August 2015) were tabled for approval.

RESOLVED: The minutes of the Planning, Highways & Transport Committee meeting held on 13th August 2015 were agreed as a true record.

C15/70**Consultation on Schools Proposal**

The Town Clerk reminded councillors that Councillor Farrar had prepared a suggested response which had been circulated. Councillor Farrar advised that the response had mentioned the ADNP (Alnwick & Denwick Neighbourhood Plan) especially with reference to future use of the vacated school sites for green spaces.

Councillor G Mavin said he did not agree with Councillor Farrar's proposed response as he felt it detracted from the Section 106 obligations listed in the Final Planning Protocol document July 2015.

Councillor Castle confirmed that monies raised by the sale of any vacated sites would not be put back into the community. He also suggested that the response could say that the Town Council wish to be consulted about the use of the vacated sites and are interested in being involved in any decision.

Councillor S Mavin commented that the ADNP mentions the need for housing in the Housing Section.

Councillor Cairns reiterated Councillor Castle point that money from the sale of vacated sites would go to NCC and not to community use.

Councillor Farrar advised that the proposed response did not mention money.

Councillor Castle said he could support the response if it said that the Town Council have an interest and have certain views in its ADNP.

Councillor Swinbank felt that putting policies in at this stage was of no benefit and that it should say that the Town Council is interested in being involved in discussions.

Councillor Symmonds suggested that the comments are amended slightly to better reflect what the Town Council want.

Councillor Holt felt that there was enough information to make comments and needed more clarity. The Town Clerk advised that the consultation only referred to the move from 3 tier to 2 tier education. He confirmed that the view at the previous meeting was that councillors could submit their own views using the on-line form.

Councillor Holt asked what the timescales were for decisions and comments. Councillor Castle advised that November 10th was the date for the meeting at NCC. He also advised that there was some complexity due to the rural nature if some schools. He reiterated that the Town Council should mark up their interest in any vacated sites.

Councillor Castle said that he was concerned about the lack of co-ordination at present, about the use of the shared high school facilities by sports/community groups. He felt that the Town Council could consider taking this on as it was key to the Town and its community.

Councillor Symmonds advised that the new high school would be a PFI (Private Financed) school and this could impact on the use of school facilities. He confirmed that he supported Councillor Castle's proposal.

Councillor Farrar asked why there was a lack of co-ordination at present.

Councillor Castle said he couldn't find anyone doing it currently and that it would be regrettable if the school facilities were not made available to interested people.

Councillor Cairns advised that she agreed with Councillor Castle and thought that it would be pertinent if the Town Council could take on the co-ordination.

The Town Clerk asked if this would just be sport facilities. Councillor Castle confirmed that he envisaged that it could initially be sports but could widen.

Councillor Harrington advised that the playing fields were currently being set out.

Councillor Castle felt that the final plan may not work for the Town. He suggested a discussion between the Town Council, NCC, Northumberland Estates and the Head Teacher of the high school.

Councillor S Mavin felt this was a good idea and thought that the sports centre could be looked at as a model of good practice.

RESOLVED: i) To respond to the schools consultation and advise NCC that ATC wish to be involved in discussions on the use of any vacated school sites; ii) To set up a meeting between ATC, NCC, Northumberland Estates and other interested parties to discuss the sports facilities at the new site.

C15/71

Local Transport Plan Priorities

The Town Clerk gave an update on the priorities put together at the LTP working group meeting, which had decided to adopt the same structure as the previous year. He reviewed the three priorities that had been proposed by the Planning Committee and put forward for approval at the Full Council meeting. He advised that a slight change had been proposed to LTP Priority 3, annotating that a Safe Crossing would also help alleviate a backup of traffic.

He also reminded councillors that the Town Council had been advised that drop kerbs did not need to put into the LTP but that they had been added to the LTP document. He advised that the LTP priorities needed to be submitted to NCC by September 25th.

Councillor Castle commented that, as a County Councillor, he liked to align his priorities with those of the Town Council and that the suggested priorities certainly did that. He felt that the Cobbles were a real health & safety issue and that South Road certainly needed a crossing. He advised that the Town Council could ask NCC Highways Dept. to undertake a survey on the access to and from the new Aldi site. Councillor Swinbank said that he had been advised by NCC that the planning approval for the Aldi site had a condition to review the need for a crossing. He advised that the crossing could be sighted where the old railway track was. Councillor Castle felt that it needed to consider where people crossed the road. Councillor Cairns advised that NCC needed to be shown the need for a crossing before they put one in.

Councillor Holt advised that she still had concerns about Wagonway Road which she had raised with the County Councillors as it has several areas of concern. Councillor Cairns advised that an engineer was working on the matter to do with the area near the Co-op. Councillor Holt said that she was concerned about the small industrial estate close to Barter Books. Councillor Harrington advised that the road mentioned in the LTP was Victoria Road / Terrace not Wagonway Road.

Councillor Farrar felt that the actions should not just be about the number of people they affected. Councillor G Mavin agreed with Councillor Farrar and also that a review of the issue regarding a crossing at Aldi was required

Councillor Castle thanked Councillor G Mavin for the work he had done on drop kerbs.

RESOLVED: i) that the LTP priorities be submitted, with minor amendments as suggested; ii) to ask NCC for separate survey at Aldi site with view to a potential crossing.

C15/72

Councillor Issues

a) Condition of Market Street Toilets (Cllrs S Allcroft and P Broom)

Councillor S Allcroft reported that there were tiles missing in the ladies toilets at the Shambles and that even early the smell was very bad.

The Town Clerk advised that he had arranged a meeting with the appropriate NCC officer on Wednesday September 16th.

Councillor Moore felt that the toilets should have a wet wall finish rather than tiles.

Councillor S Mavin said she despaired of the toilets and felt portaloo's would be a better solution during the summer season. She also suggested that the toilet in the Northumberland Hall could be used if it was manned.

Councillor Harrington felt that the Town Council needed to go back to NCC to discuss the Your Welcome scheme in Alnwick.

Councillor Castle thought that the toilets in Alnwick were no better or worse than any others. He felt that the Town Council should certainly talk to the appropriate NCC officer about expanding the Your Welcome scheme in Alnwick.

Councillor Harrington felt that it just needed action taken to get it done.

Councillor Symmonds advised that the cleaning was done at about 6am. Some of the problems were due to the products that they were unable to use.

Councillor Farrar suggested that the Town Council find out which businesses NCC had spoken to about the Your Welcome Scheme and that councillors could offer to talk to businesses in Alnwick.

b) Improving street cleaning (Cllrs S Allcroft and P Broom)

Councillor Broom gave an overview, and showed images, of areas in the town where weeds are a real issue. These included Ogle Terrace and Dispensary Street where weeds are the whole way up the street. He had noticed that NCC were using smaller machines around town and that weeds were not pulled out routinely so cause more problems. He also felt that the Town Council should fund a street cleaner to look after the town centre then move outwards into other areas of the town.

Councillor Symmonds felt that it would not be wise to commit to this expenditure mid way through the budget year. He added that he would like to see this item added to a committee agenda. He also stated that he had the highest regard for the NCC staff who clean around the town and that perhaps some of the issue with cleaning were around NCC policies/procedures and that the Town Council should focus on getting the matter resolved with NCC.

Councillor Moore felt that householders and businesses could help by tidying outside their own houses / premises. He felt that businesses could be approached through the Chamber of Trade.

Councillor Castle advised that the town centre was regularly cleaned although there was currently an issue in the market place with litter collecting inside scaffolding.

Councillor Symmonds suggested the issue was taken to the Recreation & Amenities committee for further discussion.

Councillor Farrar felt that the Town Council could speak to other councils who do their own street cleaning.

RESOLVED: i) that Street cleaning be added to a future Recreation & Amenities budget; ii) to write to NCC regarding litter including Greenwell Lane recycling area; iii) to contact other Local Councils about street cleaning they are doing themselves.

c) Replacement of Lamp at lower end of Chapel Lane (Cllr Castle)

Councillor Castle advised that he wanted support from the Town Council to replace the lamp at the end of Chapel Lane. Councillor Symmonds agreed with Councillor Castle and felt that the Town Council should support the request.

RESOLVED: To support the replacement of the lamp at the end of Chapel Lane.

C15/73 Correspondence

The following correspondence had been received since the last meeting:

Date	Detail	Action
21st Aug	Member of Public - request for gate on Allerburn Lea play area	Referred to next Recreation & Amenities Committee
28th Aug	Northumberland Wildlife Trust - promotional event 27th Sept at Kirkley Hall	To note. Further details available from Town Clerk
2nd Sept	NCC - Copy of Highways England - improving the A1 in Northumberland	Circulated with the Agenda.

The Town Clerk advised that he had received an additional letter from NCC about Pay as you throw scheme for disposal of DIY materials.

Councillor Holt advised that she had been contacted by Northumbria Healthcare about a meeting on October 2nd to get views on services.

Councillor G Mavin felt it was advisable to ask someone from NCC to address the Town Council. Councillor Symmonds thought this had already been agreed. The Town Clerk advised that this had not been agreed as yet.

RESOLVED: To accept the correspondence.

C15/74 Tour of Britain, Alnwick 9th September - review of day/activity

The Town Clerk reminded councillors that a budget of £1,000 had been allocated for this. He also advised that 1,000m of bunting had been put up around the town by the Christmas Lights team.

He informed councillors that there had been a window display competition with the winner receiving £100 (given by the Town Council), 2nd place £50 and 3rd place £25 (both given by the Chamber of Trade) and that images of the winning windows were now on the Town Council's website. He also advised that there was a photographic competition for images taken in Alnwick on Sept 9th with the winner receiving £50.

Councillor Humphries asked why the bunting was blue and yellow when the Tour of Britain colours were red and yellow. The Town Clerk advised that it was town bunting in town colours.

Councillor Holt said she had thoroughly enjoyed the event.

Councillor Broom said that, as Chair of Recreation & Amenities, he would like to say thank you to the Christmas Light team.

C15/75 Feedback Local Multi-Agency Problem Solving Initiative Meeting

Councillor Moore advised councillors that there was nothing to report.

Councillor Cairns suggested that the Town Council express concerns about the structure of the meetings.

Councillor Moore advised that the meetings were not working and needed reviewing as there were too many people at the meetings to be useful on a local basis.

C15/76 Financial Matters – a) Payments

The following invoices had been received for payment.

PAYEE	TOTAL PAYABLE	VAT ELEMENT	DESCRIPTION
HMRC	£2,570.22	£0	Tax/NI payment for August
Wages Account	£5,000	£0	To Wages Account
CBS World Ltd	£21.60	£3.60	Photocopying
BT	£85.20	£14.20	Quarterly Internet costs Fenkle Street
Fife Plant Hire	£162.00	£27.00	Materials
Alnwick Paint & Glass	£82.96	£13.83	Wood Stain & Brushes
Wybone	£458.41	£76.40	Wire Baskets for Cemetery
B Grisdale Design	£1,068.87	£0	Neighbourhood Plan finalisation of Documentation
South End Plumbing & Heating	£832.32	£138.72	Repair of Water leaks Ratten Row allotments.
W R Batey	£109.80	£7.49	Postage£64.80, Stationary £10.46, Music Festival gifts £21.56, Storage Boxes £12.98
Glasdon UK Ltd	£1,104.68	£184.11	3 new bins
John Gray Ltd	£1,465.03	£244.17	Tractor repairs and play area repair
Northumberland CC	£64.94	£10.82	Cemetery drive sweep
Northumberland CC	£1,584.00	£264.00	Watering of Hanging Baskets
Northumberland CC	£260.88	£43.48	Hanging Baskets at Bus Station
Northumberland CC	£2400.00	£400.00	Stall and Stage erection / removal for music festival
HCI Data Ltd	£83.70	£13.95	Renewal of website Domain name
Diamond Business Systems	£59.40	£9.90	Photocopier contract
K W Purvis	£162.00	£27.00	Road materials - allotments
James Mclean	£34.58	£5.76	Tools & equipment
Warren Access	£121.00	£12.00	Cherry Picker - Bunting
Thomas Sheriff	£1304.07	£217.35	Machine parts
D Lowes Plant Hire	£193.20	£32.20	JCB Hire Ratten Row
Northumbria Pets	£100.00	£0.00	Tour of Britain shop window Prize money
Hotspur 1364	£50.00	£0.00	Tour of Britain shop window Prize money
Glendale Paints	£25.00	£0.00	Tour of Britain shop window Prize money

Alnwick Spring Show	£200.00	£0.00	Event grant payment
Alnwick in Bloom	£1355.00	£0.00	Event grant payment
TOTAL	£20,958.86	£1,745.98	

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

BT	£89.01	£14.83	Phone Bills Cemetery and Cemetery Lodge paid Aug 28th
BT	£24.48	£4.08	Phone Bills Fenkle Street telephone bill

RESOLVED: i) To approve and authorise the above payments amounting to £20,958.86 and note the direct debit payments of £113.49.

C15/77 Any Other Urgent Business

Councillor G Mavin felt that NCC still had not really clarified the situation with regard to regenerating Alnwick. He was also concerned that the Government had announced Rural Enterprise Zones and that NCC had submitted a list of six towns, as potential locations, but had not included Alnwick. The Town Clerk advised that NCC could be contacted for more information.

Councillor Castle said it was sad news that Covance could be closing. He advised that the staff had been notified of potential redundancy. He added that they are a good employer and good for the town.

Councillor Broom asked if there was any way the Town Council could help with migrants from Syria. The Town Clerk advised that NCC will have been asked to look at the situation. Councillor Cairns confirmed that NCC were supportive but would need to look at the practicalities involved.

Councillor Broom suggested that a building like Allerburn House or the Mechanics Institute could be used to keep them all together. Councillor Castle advised waiting until policies were announced although the Town Council could advise NCC of their support and give an expression of sympathy.

Councillor Castle confirmed that bike racks were now in place at Northumberland Hall.

Councillor Symmonds asked councillors for any issues for the NCC North Area meeting. Councillor Cairns advised that Alnmouth Car Park was on the agenda.

The meeting closed at 8.50pm