



Room 5, 27 Fenkle Street, Alnwick
Northumberland NE66 1HW

Your Ref:

Our Ref: FC/02/2017

Clerk to Council

Bill Batey

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Dear Councillor

4th February 2017

The next meeting of the Council will be held on **Thursday 9th February 2017** 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. Update presentation from Jane Mann, Bailiffgate Museum
5. Approve Minutes of the Last Meeting (12th January 2017)
6. Matters Arising
7. Mayor's Report
8. Mechanics Institute Draft Accounts 2016/17 and Budget 2017/18
9. Neighbourhood Plan Update & consideration of Community Action Plan Priorities for 2017/18
10. Feedback on Economic Development Activity
11. Minutes of the Committees
 - a) Planning, Highways & Transport Committee Meeting (8th December 2016)
 - b) Cemetery Committee (19th January 2017)
 - c) Recreation & Amenities Committee Meeting (26th January 2017)
12. Correspondence
13. Feedback from CoSH meeting
14. Financial Matters – Payments
15. Any Other Urgent Business

In Private

1. Approve Private Minute of the Last Council Meeting (12th January 2017)
2. Approve Private Minute of the Cemetery Committee (19th January 2017)

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**Mechanics Institute Draft Accounts 2016/17 and budget 2017/18**

The last financial year for the Mechanics Institute ended on January 14th 2017, the Clerk will present the draft accounts and budget proposals for 2017/18. Once the Council has considered the draft accounts, they will be subject to external audit.

Recommendation: To approve the draft accounts and 2017/18 budget.

Agenda item 9**Neighbourhood Plan Update and Community Action Plan Priorities for 2017/18**

An update will be given on the consultation undertaken on the final modifications to the Neighbourhood Plan and the possible Referendum date.

In addition, an opportunity will be given for Councillors to consider the Town Council's 2017/18 priorities within the Community Action Plan (CAP). The CAP contains items which the Council is expected to lead on and others which are led by other organisations but with the Town Council and (sometimes others) as partners. A paper prepared by the Project and Funding Officer will be discussed and it is recommended that Councillors look to give feedback to him by 28th February to enable a final decision to be taken at the next Council meeting.

Recommendation: To note the Neighbourhood Plan update and to commence the work to identify the 2017/18 Community Action Plan priorities.

Agenda Item 10**Feedback on Economic Development Activity**

Tim Kirton, Project and Funding Officer will give details of the delegate feedback from the recent business forum meeting and Councillor George Mavin and Tim will give feedback on their recent meeting with Anne-Marie Trevelyan MP.

Recommendation: To receive the update.

Agenda item 12**Correspondence**

The following correspondence has been received since the last meeting:

| Date | Detail | Action if any |
|----------------------------------|--|------------------------------------|
| 18 th Jan & 24 Jan | NALC enews | Circulated to Councillors |
| 24 th Jan | Anne-Marie Trevelyan MP – details of Pothole Grant Programme | To report priority potholes to NCC |

| | | |
|----------------------|---|-------------------------------------|
| 27 th Jan | NCC - Pre Planning application protocol finalised | Planning Committee notified |
| 30 th Jan | HSBC – notification of closure of Alnwick branch | To note |
| 31 st Jan | Northumbria Healthcare; notification of commencement of 3 month consultation on Rothbury Hospital | To note |
| 1 st Feb | CAN – News, winter issue 2017 | Available from the clerk on request |
| 1 st Feb | Northumberland Credit Union – invitation to AGM (Morpeh, 27 th Feb) | To consider |
| 1 st Feb | NCC – Proposed improvements to pedestrian access to McDonalds | To note |

Recommendation: That the correspondence received be considered.

Agenda item 14

Financial Matters - Payments

The following payments are due (as at 3rd February); this list will be updated at the meeting, if necessary.

| PAYEE | TOTAL PAYABLE | VAT ELEMENT | DESCRIPTION |
|----------------------------|----------------------|--------------------|---|
| HMRC | £3,323.70 | 0 | Tax/NI January |
| Wages Account | £8,000 | 0 | |
| Royal Mail | £0.46* | £0.08 | Prepaid Response |
| Grannies | £125* | £0 | Business Meeting Refreshments |
| WR Batey | £46.73 | £4.18 | Postage £11.64; Labels £8.99 Refreshments £26.10* |
| T Kirton | £3.20 | 0 | Postage - CCTV |
| Earl Percy Northern Estate | £100 | 0 | Cycle Track Annual Rent |
| Oswald Hughes | £118.38 | £19.73 | Replacement light in workshop |
| Depot Hire | £624 | £104 | Skip Hire Allotments |
| TOTAL | £12,341.47 | £129.49 | |

*LGA 1972 s137 Expenditure (£151.56)

| | | | |
|--|---------|-------|---|
| The following payments are now paid by direct debit and are reported for information | | | |
| BT | £50.81 | £8.47 | Phone Bills Cemetery paid 26/1 |
| BT | £32.64 | £5.44 | Phone Bill Fenkle Street paid 21/1 |
| NEST | £527.78 | £0 | Employer pension scheme contributions for Jan |

Recommendation: To approve and authorise the above payments amounting to £12,341.47 to note the direct debit payments of £611.23.