

**Minutes of the meeting of the Council held on  
Thursday 9<sup>th</sup> March 2017  
in St James Church Rooms, Pottergate, Alnwick at 7.15pm**

- Present** Cllrs A Symmonds, S Allcroft, P Allcroft, S Bell, P Broom, G Castle, P Edge, W Grisdale, M Harrington, P Holt, J Humphries, G Mavin, S Mavin, K Moore, A Shilton and M Swinbank.
- In attendance** W Batey, Chief Officer and Town Clerk; J Pibworth, Assistant to the Town Clerk; T Kirton, Project & Funding Officer; Simon Roberson (SR), Regional Partnership Director, BT; Tony Brown (TB), Bondgate Surgery and Dr Chris Wilson (CW), Infirmary Drive Surgery.
- C16/164 Questions from the public**  
None.
- C16/165 Apologies for absence**  
Cllr. Patience.
- C16/166 Declarations of Interest**  
Councillor Castle declared a non-pecuniary interest in County Council matters and In Private Item 3 (Alnwick Town Junior Football Club).  
Councillors Grisdale declared a pecuniary interest In Private Item 2. (Gallery Youth).
- C16/167 Presentation by Simon Roberson of behalf of BT**  
Simon gave an update on the rollout of Superfast Broadband in Alnwick. He confirmed that the Broadband coverage for Alnwick was planned to be good with 16 cabinets covering the town. At present there are four boxes still to be done which were left over from the commercial rollout with all four boxes back in the plan with the following timescales:  
Clayport Street being upgraded March 10<sup>th</sup> and will be live by end of March 2017.  
Clayport Bank will be live by the end of September 2017.  
St James's Estate will be live by the end of September 2017.  
The box outside Barter Books is more problematic as there is no space underground for more cables but is in the plan for completion by September 2017.  
Councillor Symmonds asked for an assurance that they will be done by the end of September 2017. SR advised that all four were in the plan and targeted to be done.  
Councillor S Allcroft asked if the box covering Allerburn Lea could be moved closer to Allerburn Lea. SR explained that this was not possible as it covered properties along Wagonway Road.  
Councillor Edge asked if it meant that BT was losing money if boxes were not done. SR confirmed that they were.  
Councillor Castle asked how people would know when they had been upgraded. SR explained that new green boxes would appear at the side of the existing ones. He also advised that the Town Council could contact himself or John Cooper at NCC in September.  
Councillor Castle also asked why the new Willowburn Park development had only had a copper wire service installed. SR said it was frustrating to BT but that if the

development had been in place during the roll out superfast broadband cabling would have been installed as at other developments in Northumberland. He added that there was no obligation from developers to install Superfast Broadband. He also explained that in developments of more than 30 properties BT will install Superfast Broadband free of charge to the developer but that in this instance Taylor Wimpy came to BT too late to have this installed. He confirmed that he had a member of staff working on the programme and that it could be installed at a later date.

Councillor Castle asked if this could be used as a condition in Planning Approvals. SR said this was not done at present. Councillor Broom felt the Gazette could report on there being no Superfast Broadband at Willowburn Park.

**RESOLVED: To receive the update.**

**C16/168 Update presentation regarding the merger of GP practices in Alnwick (Tony Brown, Bondgate Surgery and Dr Chris Wilson, Infirmary Drive Surgery)**

Tony Brown (TB) explained that practices had historically merged over time. There were several reasons why the merger of the two practices in Alnwick was being proposed:

- The health economy
- Higher demand for services
- To improve quality
- To drive health care forward in Alnwick
- To make a bigger practice with hopefully a bigger voice in the NHS
- To give greater choice to patients e.g. they can choose to see a male or female doctor

TB explained that there is less money in the NHS but more demand for services and a merger would save money on some areas such as accountancy fees and CQC fees.

He advised that the new practice would have 18k patients and would mean that would have one larger voice and one decision making body.

He added that all the staff are passionate about providing an excellent service to patients and that staff absences would be less of an issue in a bigger practice.

He asked if the Town Council would write a letter of support for the merger.

The timescale for the merger was that the merger would take place by end of July 2017 and that procedures would be changed over during the next 12 / 24 months.

He explained the changes which should make the merger easier:

- Both practices changed to the same clinical system 3 years ago
- New telephony system
- New deputy manager has been recruited
- Both sites have launched the same appointment system
- Looking at offering virtual surgeries over a wider geographical area

Dr Wilson (CW) advised that a lot of planning meetings had taken place which has ensured the process was all about the service. He added that currently the two practices employ 10 doctors, 7 of whom had been trainees at Alnwick. He also felt that the merger would attract quality staff.

**RESOLVED: To write a letter in support of the merger of the two practices to form the Alnwick Medical Group.**

**C16/169 Minutes of the Last meeting**

The minutes of the Full Council meeting held on 9<sup>th</sup> February 2017 were tabled for approval.

**RESOLVED: The minutes of the meeting held on 9<sup>th</sup> February 2017 were agreed as a true record and duly signed.**

**C16/170 Matters Arising**

None.

**C16/171 Mayor's Report**

Councillor Symmonds reported that he had attended Swansfield Park Primary School to take part in a bread making session organised and delivered by the Adopt a School Trust.

He had also attended the Alnwick & District Sports Awards which had been an evening of great presentations to local individuals and groups.

He added his thanks to people, including councillors and officers, who had taken part in the Town Spring Clean.

Councillor Holt advised that NCC had cleared the drains in Bondgate and Narrowgate but had put the lids back covered in leaves.

Councillor Castle reported that he had received excellent feedback from a local resident on the Town Spring Clean.

**C16/172 Neighbourhood Plan Update & Community Action Plan Priorities**

Neighbourhood Plan - The Town Clerk reported that NCC had indicated that the referendum was likely to take place on June 15<sup>th</sup> 2017.

Community Action Plans (CAPs) - The Project & Finding Officer reported that 12 councillors had sent in their CAP priorities from which he had produced a summary document which had been circulated to councillors. This identified that in Year 1 the CAPs to be undertaken would be focused on visitors and allotments whilst in years 2 and 3 the CAPs identified to be undertaken were more generic.

From the CAPs where the Town Council were partners the 5 identified were TR CAP3, CF CAP6, H CAP2, TR CAP7 and H CAP4.

**RESOLVED: To note the Neighbourhood Plan update and approve the 2017/18 Community Action Plan workload priorities.**

**C16/173 Assessment of Risks document**

The Town Clerk reported that the Assessment of Risks document had been reviewed at the Finance & Policy meeting in February and had been amended for approval by the Full Council. The Assessment of Risks Document which had been circulated to councillors included several additions including actions to cover the elections in May 2017. He added that updates from the previous year were in red whilst the right-hand column contained new actions for 2017/18.

**RESOLVED: To approve the Assessment of Risks document.**

**C16/174 Asset Register**

The Town Clerk presented the updated Asset Register which had last been reviewed in March 2016. The updated version highlighted items which had been removed from (in red) and added to (in green) the asset register during the year. It also gave the current value of the assets.

Councillor Swinbank asked that bins which were fixed to a single paving slab be inspected as some had been pushed on their side.

**RESOLVED: To approve the updated Asset Register.**

**C16/175 Health & Safety Policy Statement**

The Town Clerk explained that this had been identified in the Assessment of Risks Document to be completed by the end of 2016/17.

**RESOLVED: To approve the Health & Safety Policy Statement.**

**C16/176 Council Investment Strategy and Investments**

The Town Clerk advised that the money identified to be invested with Rathbones would be kept on hold at present. He reported that there were currently two investment bonds with Santander and Lloyds and requested that delegated authority be given to the Town Clerk, in consultation with the Chair of Finance & Policy and the Mayor, to reinvest with the same financial organisations.

**RESOLVED: To continue with its Investment Strategy and give delegated authority be given to the Town Clerk, in consultation with the Chair of Finance & Policy and the Mayor, to reinvest the Lloyds and Santander Investment Bonds with the same financial organisations**

**C16/177 Minutes of Committees**

Minutes of the Planning, Highways and Transport Committee Meeting (9<sup>th</sup> February 2017) were tabled for approval.

**RESOLVED: The minutes of the Planning, Highways & Transport Committee meeting held on 9<sup>th</sup> February 2017 were agreed as a true record.**

Minutes of the Finance & Policy Committee Meeting (16<sup>th</sup> February 2017) were tabled for approval.

**RESOLVED: The minutes of the Finance & Policy Committee meeting held on 16<sup>th</sup> February 2017 were agreed as a true record.**

**C16/178 Correspondence**

The following correspondence had been received since the last meeting:

<b>Date</b>	<b>Detail</b>	<b>Action if any</b>
9 <sup>th</sup> Feb	NCC – details of Planning Enforcement	Circulated to councillors
16 <sup>th</sup> Feb	NCC – Willoughby’s Bank Bus Stop	Referred to Planning Committee. Data will be requested from bus companies then answer sent to NCC
23 <sup>rd</sup> Feb	NCC – Oaks Roundabout proposed Zebra Crossing	Referred to Planning Committee. Councillor comments will be sent to NCC
27 <sup>th</sup> Feb	Wildlife Trust – details of events	Available from the clerk on request
28 <sup>th</sup> Feb	CAN – ENews	Available from the clerk on request

24 <sup>th</sup> Feb	NCC – Nomination information for councillors	Circulated to Councillors
24 <sup>th</sup> Feb	Local resident – Parking and issues at Park View	Referred to Planning Committee. Email will be forwarded to NCC
1 <sup>st</sup> Mar	NALC enews	Circulated to Councillors

The Town Clerk advised councillors that there was some additional correspondence: WASPI (Women Against State Pension Inequality) asking about the parts of the town being painted purple in support. They have been advised that the Town Council are not responsible for these areas and have been given the relevant contact details.

Northumberland Residents Festival – leaflets available from Town Clerk.

NCC register to vote leaflets - leaflets available from Town Clerk.

**RESOLVED: To receive the correspondence.**

## **C16/179 Financial Matters**

### **a) Payments**

The following invoices had been received/payments were due:

<b>PAYEE</b>	<b>TOTAL</b>	<b>VAT</b>	<b>DETAIL</b>
HMRC	£3,364.66	£0	Tax/NI February
Wages Account	£6,000	£0	
Diamond Business Services	£59.40	£9.90	Photocopier Contract (Quarterly)
Rix Petroleum	£580.13	£27.63	Diesel Oil (cemetery)
Greenlay (Grass Machinery) Ltd	£772.92	£128.82	Repair/service sidearm Flail
Greenlay (Grass Machinery) Ltd	£912.12	£152.02	Tractor service and repairs
Local Living	£612.50	£0	Willowburn unit rental
WR Batey	£13.20	£0	Postage
NFU Mutual	£1,092.49	£0	Pension contribution W R Batey Oct – March
Standard Life	£435.88	£0	Pension contribution J Pibworth Oct - March
Petty Cash	£80.00	£0	Fuel for council van and chimney swept at Cemetery Lodge
Royal Mail	£5.77	£0.96	Postage
James McLean	£198.40	£33.07	Tools, Materials and Boots

Earl Percy Northern Estates	£75.00	£0	Allotment Rent Ratten Row
<b>TOTAL</b>	<b>£14,202.47</b>	<b>£352.40</b>	

\* Indicates LGA 1972 s137 Expenditure (Total £0)

The following two grant payments were approved by Finance & Policy Committee on 16<sup>th</sup> February 2017 for payment:

<b>Organisation</b>	<b>Grant Award</b>
Alnwick Triathlon Club	£100
Willowburn Gymnastics Club	£250

The following payments were now paid by direct debit and were reported for information:			
BT	£55.99	£9.33	Phone Bill Cemetery paid 27/2
BT	£32.64	£5.44	Phone Bill Fenkle Street paid 21/2
BT	£84.00	£14.00	Internet Fenkle Street paid 1/3
NEST	£540.74	£0	Employer pension scheme contributions for Feb

**RESOLVED: To approve and authorise the above payments amounting to £14,552.47 and to note the direct debit payments of £713.37.**

#### **C16/180 Any Other Urgent Business**

Councillor Castle raised the issue of the advertising hoardings at Robert Adam Court. He felt that these should not be permanent feature and should be removed. The Town Clerk advised that another email had been sent to McCarthy Stone requesting an update. Councillor Harrington advised that he thought the units would shortly be occupied.

Councillor Moore asked if an additional bin could be sited on the road leading to McDonalds as the amount of litter had increased since the high school had moved. Councillor Harrington said that the problem was that although the litter was cleared in the morning it was not done during the day.

Councillor Broom advised that a tree had blown down in Willowburn Avenue near to the bus stop. The Town Clerk advised that this would be reported.

Councillor Broom advised that empty units in Lagny Street were an issue. The Town Clerk advised that the developers would be asked for an update.

The public meeting closed at 8.40pm.

## **C16/181 PRIVATE AGENDA ITEMS**

### **Exclusion of the Public and Press**

The following resolution was moved and seconded, to exclude the public and press.

“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 1, 2 and 3 of Part 1 of Schedule 12A of the Act”. The items discussed were:

**Approval of the Full Council Private minutes from February 9<sup>th</sup> 2017**

**Approval of the Finance & Policy Private minutes from February 16<sup>th</sup> 2017**

**The request for financial support from Gallery Youth**

**The request for the town council to take a loan on behalf of the Alnwick Town Football Juniors**