



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

Your Ref:

Our Ref: FC/7/2017

Dear Councillor

Clerk to Council

Bill Batey

Tel: 01665 714922

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7th July 2017

The next Meeting of the Council will be held on **Thursday 13th July 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. Mayor's Report
5. Minutes of the Last Meeting (8th June 2017)
6. Matters Arising
7. Committee Appointments
8. Outside Body Appointments
9. Update and Briefing on the Neighbourhood Plan.
10. Update on a) Town CCTV b) Business Networking and c) Willowburn Estate Planning Application and d) Lindisfarne School Site.
11. Consideration of Scheme for Honorary Titles for the Alnwick area.
12. Alnwick Market Place – possible evening traffic restrictions
13. Minutes of the Committees
 - a) Planning Highways & Transport Committee (8th June 2017)
 - b) Finance & Policy Committee (15th June 2017)
14. Correspondence
15. Financial Matters – a) Payments b) Bank Reconciliation
16. Unit 5, St Thomas Close Workshops
17. Councillor Issue – (Councillor Watson) – the Condition of the Cobbles
18. Any Other Urgent Business.

PRIVATE AGENDA ITEM

1. Approval of the private minute from the last meeting (8th June 2017)
2. Consideration of Tenders for new Cemetery Tractor

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**Committee Appointments**

A revised committee membership will be tabled at the meeting.

Recommendation: That the revised Committee membership be approved.

Agenda item 8**Appointments to Outside Bodies**

Since the last meeting, Councillor Charles Westerndarp has indicated he wishes to be the Council representative on Gallery Youth. A vacant position is available.

Recommendation: That Councillor Westerndarp is appointed as the Council representative on Gallery Youth.

Agenda item 9**Update and Briefing on the Neighbourhood Plan**

The Alnwick & Denwick Neighbourhood Plan was supported at the Referendum held on 15th June when 80.7% of residents voted for the plan. As a final stage, Northumberland County Council is due to 'make' the plan at their cabinet meeting on July 27th. The Clerk will outline the contents of the plan to councillors and in particular highlight the important policies contained within it. A copy of the policies will be circulated prior to the meeting.

Recommendation: To receive the update.

Agenda item 10**Update on a) Town CCTV b) Business Networking and c) Willowburn Estate Planning Application and d) Lindisfarne School site**

Updates will be given by the Project and Funding Officer and Town Clerk

Agenda item 11**Consideration of Scheme for Honorary Titles for the Alnwick area.**

Since January 2010 local councils have been able to exercise powers to confer the title of 'honorary freeman' or 'honorary freewoman' to persons who have rendered eminent services to the Alnwick area. The Council currently operates a civic awards scheme and it is suggested that the Town Clerk be asked to undertake research and if appropriate devise draft criteria to introduce an Honorary Title scheme as part of the Civic Awards scheme. A future report be then presented to Council.

Recommendation: To consider the matter

Agenda item 12**Alnwick Market Place – possible evening traffic restrictions**

Alnwick Police have asked for views on possible evening traffic restrictions in the Market Place.

Recommendation: To discuss

Agenda item 14 Correspondence

The following correspondence has been received since the last meeting:

Date	Detail	Action if any
14/6, 28/6, 5/7	NALC enews	Noted
22/6	CAN news	Noted
22/6	NCC – Community Regeneration Team and Local Area Councils	To discuss
26/6	NCC – Bus services changes between Alnwick & Wooler	To discuss

Recommendation: That the correspondence received be considered.

Agenda item 15 Financial Matters – a) Payments

The following invoices have been received for payment (as at 7th July); this list will be updated at the meeting, if necessary.

PAYEE	TOTAL	VAT	DETAIL
Wages	£7,000	£0	Transfer to Wages Account
Initial Washrooms	£1,024.80	£170.80	Toilet improvements (Paid 26/6)
M Rogers	£20	£0	Paint damage (Paid 26/6)
James McLean	£102.67	£17.11	Assorted Tools
Northumberland Estates	£52.50*	£8.75	Armed Forces Week refreshments
Bari Tea	£120*	£20	Armed Forces Week refreshments
South Road Tyres	£68.50	£13.70	New Grasscutter tyre
Alnwick Paint & Glass	£3.78	£0.63	Painting Materials
St James's Church Centre	£225	£0	Room Bookings
Playsafety Ltd	£558.60	£93.10	ROSPA annual checks
Local Living	£25	£0	Market Stall rental - referendum
Argyle Planning Consultancy	£1,450	£0	Neighbourhood Plan consultancy June 2016 – June 2017
Michael Gray Signs	£1014	£169	Painting Fingerpost Signs
TOTAL	£11,664.85	£493.09	

* Indicates LGA 1972 s137 Expenditure (Total £172.50)

In addition, the Finance & Policy Committee has agreed a grant of £500 to the Northumberland Theatre Company following reconsideration of their application from December 2016.

The following payments are now paid by direct debit and are reported for information			
BT	£34.48	£5.75	Fenkle Street Office (paid 22 nd June)
BT	£61.12	£10.19	Cemetery Office (paid 28 th June)
O Brien Waste	£103.20	£17.20	Trade Waste Collection June
NEST	£551.44	£0	Pension payments June 2017
npower	£59.85	£2.85	Electricity – Town Hall clock (12 th July)

Recommendation: To approve and authorise the above payments amounting to £12,164.85 and to note the direct debit payments of £810.09

b) Bank reconciliation

The Clerk will table the bank reconciliation for April – June 2017 and outline the contents to councillors.

Agenda item 16**Unit 5, St Thomas's Close workshops**

The Council were holding a licence which allowed the occupation of the above unit by Renuit, a local second-hand furniture project. Councillors are advised that the project has now closed and the unit has been emptied and keys now returned to Arch to enable re-letting. Prior to handing back the unit the Council were required to have an electrical survey undertaken.

Recommendation: To note the position.

IN PRIVATE

- 1. Approval of the private minute from the last meeting (8th June 2017)**
- 2. Consideration of Tenders for new Cemetery Tractor**

Recommendation: That pursuant to Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of this item 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 and 2 of Part 1 of Schedule 12A of the Act.