



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

Your Ref:

Our Ref: FC/02/2018

Clerk to Council

Bill Batey

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Dear Councillor

2nd February 2018

The next meeting of the Council will be held on **Thursday 8th February 2018** 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 (11th January 2018)
6. Matters Arising including Office Accommodation and Car Parking Action Plan updates
7. Mayor's Report
8. Update on County Council Matters
9. Possible section 106 priorities for current planning applications
10. Bullfield Community Orchard Play Area Lease
11. Consideration of marking the grave of William Davison (1781 – 1858)
12. Update on a) Town Team and b) Business Forum Meeting
13. Minutes of the Committees
 - a) Planning, Highways & Transport Committee Meeting (11th January 2018)
 - b) Cemetery Committee (18th January 2018)
 - c) Recreation & Amenities Committee Meeting (25th January 2018)
14. Correspondence
15. Financial Matters – a) Payments b) Bank Reconciliation
16. Any Other Urgent Business

In Private

1. Preparation for Willowburn Trading Estate planning application Public Inquiry

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**Update on County Council Matters,**

Councillors Castle and Moore will update the Town Council on County Council matters.

Recommendation: To receive the update.

Agenda item 9**Possible section 106 priorities for current planning applications**

The Planning Committee will consider this issue earlier in the evening and recommendations will be brought to the Council. The current applications that will be considered are the Windy Edge housing site and the Willowburn retail park.

Recommendation: To agree the Town Council section 106 priorities, and submit to NCC.

Agenda item 10**Bullfield Community Orchard Play Area Sub Lease**

The Project and Funding Officer is working with the Orchard Group on a proposed play area. Under the proposal the Town Council will take a sub-lease for the actual play area site. The play area will be maintained, inspected and insured by the Town Council. Updates have been given to the Recreation and Amenities Committee. The scheme is dependent on funding being found – the Town Council has committed up to £6,123 (33% of the cost). A Town Council resolution is required, agreeing to sign the sub-lease.

Recommendation: To agree to sign the Bullfield Community Orchard Play Area sub-lease.

Agenda item 11**Consideration of marking the grave of William Davison (1781 -1858)**

At the last Council meeting this was raised by Councillor Watson and it was agreed to consider more fully at this meeting. The Town Council has been a partner in the scheme to provide a Blue Plaque on Bondgate Within marking the workplace of William Davison. Davison died in 1856 and is buried in Alnwick Cemetery. The burial plot has no headstone or marker stone. Given the importance of

Davison's work Members are asked to consider providing a marker stone indicating the grave. The Assistant to the Town Clerk will outline options at the meeting.

Recommendation: To consider the matter

Agenda item 12**Update on a) Town Team and b) Business Forum Meeting**

The Project and Funding Officer will update councillors on the last two Town Team meetings and give details of the proposed Business Forum meeting on Tuesday 20th February.

Recommendation: To note the updates:

Agenda item 14**Correspondence**

The following correspondence has been received since the last meeting:

Date	Detail	Action if any
19 th Jan	Councillor Castle – re voluntary snow clearance	Referred to Rec & Amenities Committee
23 rd Jan	Freedom of Information Request regarding Town Councillor political party membership	Information supplied
25 th Jan	NALC enews	Available from Clerk on request
25 th Jan	Data Protection registration renewal confirmed	To note
30 th Jan	CAN news	Available from Clerk on request
31 st Jan	NALC enews	Available from Clerk on request
2 nd Feb	NCC – notification of relaying microsurfacing on Denwick Lane in Spring 2018	To note

Recommendation: That the correspondence received be considered.

Agenda item 15**Financial Matters - Payments**

The following payments are due (as at 2nd February); this list will be updated at the meeting, if necessary.

PAYEE	TOTAL PAYABLE	VAT ELEMENT	DESCRIPTION
D Orange	£350	£0	Tree Survey Cemetery
C Bowden	£1000	£0	Cemetery Wall Pointing
T Kirton	£23.00	£3.83	Printer Cartridge
W R Batey	£26.88	£0	Postage
Bill Grisdale	£102.80	£0	Lecturn Map Bondgate Within
NCC	108.60	£0	Northumberland Hall – Remembrance Sunday
TOTAL	£1,611.28	£3.83	

*LGA 1972 s137 Expenditure (£0)

The following payments are now paid by direct debit and are reported for information			
BT	To be confirmed		Phone Bill Cemetery paid 26/1
BT	To be confirmed		Phone Bill Fenkle Street paid 21/1
Northumbria Water	£47.79	£0	Water Cemetery Tap (5 months) paid 5/2
Northumbria Water	£227.44	£0	Water Cemetery/Cem Lodge (5 months) paid 5/2
NEST	£553.10	£0	Employer pension scheme contributions for January
British Gas	£19.97	£0	Gas Boiler Service/Safety certificate & HomeCare policy – Cemetery Lodge Paid 15/1
O Brien	£103.20	£17.20	Trade Waste - Cemetery (14 th Feb)

Recommendation: To approve and authorise the above payments amounting to £1,611.28 to note the direct debit payments of £951.50, plus the BT bills.

b) Bank Reconciliation

The Assistant to the Town Clerk will table the bank reconciliation for Sept-Dec 2017 and outline the contents to councillors.

IN PRIVATE

Preparation for the Willowburn Trading Estate planning application Public Inquiry

It is recommended that the following resolution is 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”.