



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

Your Ref:

Our Ref: FC/6/2018

Clerk to Council

Bill Batey

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Dear Councillor

1st June 2018

The next Meeting of the Council will be held on **Thursday 7th June 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. Mayor's Report
5. Minutes of the Last Meeting (10th May 2018)
6. Matters Arising
7. 2017/18 Accounts and Accounting Statement
8. Updates from the County Councillors
9. Updates on a) Civic Events, and b) Town Team and Business Forum meetings
10. Complying with the General Data Protection Regulations
11. Minutes of the Committees
 - a) Planning, Highways and Transport Committee (10th May 2018)
 - b) Cemetery Committee (17th May 2018)
 - c) Recreation & Amenities Committee (24th May 2018)
12. Correspondence
13. Financial Matters – Payments
14. Any Other Urgent Business

PRIVATE AGENDA ITEM

1. Co-option of a new councillor for the Clayport Ward.

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**2017/18 Accounts and Accounting Statement**

Draft 20167/18 accounts were tabled and approved at the last meeting. The clerk will circulate the final version and the accounting statement. The results of the recent internal audit will also be outlined. The Council must approve the Accounts and Accounting Statement and submit this to the external auditor before the 11th June.

Recommendation: To approve the final accounts and 2017/18 accounting statement.

Agenda item 9**Updates on a) Civic Events, b) Town Team, and Business Forum meetings****a) Civic Events**

Councillors are reminded that Armed Forces Week runs from 25th June – 30th June 2018. A flag raising ceremony will take place at Alnwick Castle on Monday 25th June, using the flagpole on the Northumberland Fusiliers Museum. Anyone wishing to attend should gather outside the Barbican entrance to the Castle at approximately 10.45am for an 11,00am ceremony. The lowering of the flag will take place at 4.00pm on Saturday 30th June. Anyone wishing to attend should gather at the Barbican entrance at 3.45pm. Both ceremonies will be followed by light refreshments.

The Bryne Band from our twin town Time Kommune in Norway will be visiting Alnwick in June. They are arriving on 22nd June and will be playing in a number of local places. The Norwegian party will consist of 40 youngsters and 20 adults. A civic reception has been arranged for them on Saturday 23rd June in St James's Church Rooms at 4.30pm.

b) Town Team and Business Forum

The Project and Funding Officer will update on recent meetings of the Town Team and the Business Forum.

Recommendation: To receive the updates

Agenda item 10**Complying with the General Data Protection Regulation**

The General Data Protection Regulation ("GDPR") took effect in the UK from 25 May 2018. It replaced the existing law on data protection (the Data Protection Act 1988) and gives individuals more rights and protection regarding how their personal data is used by councils. Local Council's must comply with its requirements, just like any other organisation. GDPR applies to all local councils as public authorities. The Town Clerk will outline the Council's preparation for the legislation and details of the amended Data Protection Policy, the Privacy requirements and the consent requirements. The new requirements only apply to a few areas of the Council's work such as the Business Forum and over the coming months as the opportunity arises, consent forms will be issued to secure approval to continue to communicate.

Recommendation: That the General Data Protection Regulation update be received.

Agenda item 12**Correspondence**

The following correspondence has been received since the last meeting:

Date	Detail	Action if any
11 th May	WSP- re A1 preferred route - consultation	Clerk to complete with Chair of Planning
16 th , 22 nd , 24 th May	NALC E news	Circulated
17 th May	Proposed Additional Parking Places – Pottergate, deadline 14 th June	To consider responding
1 st June	NCC – Planning, Details of Draft Local Plan consultation – 4 th July - 15 th August	To Note

Recommendation: That the correspondence received be considered.

Agenda item 13

Financial Matters – Payments

The following invoices have been received for payment (as at 1st June); this list will be updated at the meeting, if necessary.

PAYEE	TOTAL	VAT	DETAIL
Mole Country Stores	£28.86	£4.81	Supplies
James N McLean	£42.58	£7.10	Tools & Equipment
Chubb Fire & Security Ltd	£86.55	£14.42	Fire Equipment service - cemetery
Greenlay Grass Machinery Ltd	£17,400	£2,900	New Compact Tractor for Cemetery (invoice to be reduced by £7,200 (£6,000 plus vat, for trade in))
Zurich Municipal	£5,567.46	£0	Insurance Premium
Zurich Municipal	£129.01	£0	Additional insurance for new tractor
Cardiac Science	£234.00	£39	New Battery & Pads for Defibrillator
TOTAL	£16,288.46	£2965.33	

* Indicates LGA 1972 s137 Expenditure (Total £234.00)

The Town Council agreed a grant of £1,000 to the Northumberland Pride event. This grant has now been paid.

The following payments are now paid by direct debit and are reported for information			
NWG Business	£102.99	£0	Water – Cemetery Lodge - paid 13/6
NWG Business	£25.75	£0	Water – Cemetery Tap -paid13/6
BT	£98.76	£16.46	Broadband 1 st quarter – paid 31/5
BT	£37.98	£6.33	Fenkle Street –paid 23/5
Bt	£55.91	£9.32	Cemetery Office – paid 29/5
NEST	£583.56	£0	Pension payments May 2018

Recommendation: To approve and authorise the above payments amounting to £17,288.46 and to note the direct debit payments of £904.95

IN PRIVATE

Co-option of a new councillor for the Clayport Ward.

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.