



The Council Offices, Greenwell Lane,
Alnwick, NE66 1HW

Your Ref:

Our Ref: FC/7/2019

Clerk to Council

Bill Batey

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Dear Councillor

5th July 2019

The next Meeting of the Council will be held on **Thursday 11th July 2019** in St James Church Rooms, Pottergate, Alnwick at **6.30pm**. 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. Presentation by Sophie Wrightson, Practice Manager, Alnwick Medical Group, regarding Social Prescriptions
5. Mayor's Report
6. Minutes of the Last Meeting (13th June 2019)
7. Matters Arising
8. Feedback and Recommendations from a) Alnwick Forum, b) Sustainable Transport Working Group and c) Climate Change Working Group
9. Updates from the County Councillors
10. Updates on a) Town Crier appointment b) Living Wage b) Narrowgate pedestrianisation and c) Consultation on Town Centre groups
11. Consideration of an earlier commencement date for the new Town Clerk.
12. Outside Body appointments
13. To Receive the Minutes of the Committees
 - a) Planning, Highways and Transport Committee (20th June 2019)
 - b) Cemetery Committee (27th June 2019)
 - c) Finance & Policy Committee (27th June 2019)
14. Correspondence
15. Financial Matters – Payments
16. Any Other Urgent Business

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 8**Feedback and Recommendations from a) Alnwick Forum, b) Sustainable Transport Working Group and c) Climate Change Working Group.**

Feedback will be given from the recent meetings of these groups. Revised terms of reference will be suggested for the Sustainable Transport Working Group. Whilst the Climate Change Working Group have made a recommendation for their terms of reference to take on a wider role.

Recommendation: To receive the updates and consider the recommendations from the Working Groups.

Agenda item 10**Updates on a) Town Crier appointment b) Living Wage b) Narrowgate pedestrianisation and c) Consultation on Town Centre groups.**

The Project and Funding Officer will give updates on the above items.

Recommendation: To note and consider the updates.

Agenda item 11**Consideration of an earlier commencement date for the new Town Clerk.**

Peter Hatley, the new Town Clerk is due to commence working for the Town Council on 1st September 2019 and will work alongside Bill Batey during September. Councillor Allcroft as Chairman of the Finance & Policy Committee has suggested that consideration be given to Peter working for an additional few days during August. She has suggested that this consist of 5 days (equivalent to one per week), which should be properly structured. Peter has indicated he is available to do this if the Council would like him to do so. Budget provision has been made for the period of overlap during September. If an additional 5 days were to be added to this overlap period, an additional budget provision of approximately £850 would be required. This could come from unallocated budgets.

Recommendation: To consider and make a decision on the matter.

Agenda Item 12**Outside Body appointments.**

At the Annual Meeting of the Council in May it was resolved that the Outside Body appointments should remain the same as in 2018/19 then be reviewed in two months' time. A review has been commenced but is still underway. The Town Clerk suggests continuing with the existing arrangements until the review is complete which is likely to be reported to the September Council meeting.

Recommendation: To continue with the existing Outside Body appointments until the review is completed and brought to the September Council Meeting.

Agenda item 14 Correspondence

The following correspondence has been received since the last meeting:

Date	Detail	Action if any
18 th June	Alnwick Employment Hub – details of project	Circulated to Councillors
25 th June	NCC – Invitation for two Town Councillors to participate in Local Democracy Week at Barndale School. (15 th October).	To consider
25 th June	NCC – Confirmation that if contested, an election will take place for the Clayport Ward vacancy on 22 nd August	To Note
1 st July	Borderlands Partnership – copy of Heads of Terms on the Borderlands Inclusive Growth Deal	Circulated to Councillors

Recommendation: That the correspondence received be considered.

Agenda item 15 Financial Matters – Payments

The following invoices have been received for payment (as at 5th July); this list will be updated at the meeting, if necessary.

PAYEE	TOTAL	VAT	DETAIL
C Bowden	£170	£0	Repairs to Column Field Seats
NCC	£21,227.90	£8.34	Payroll April. May
NCC	£11,774.14	£5.00	Payroll June
J Pibworth	£122.50*	£0	Rubber Feet for Tubs, Refreshments – Armed Forces
NCC	£216	£36	Metal Posts for Play Area signs
Sportsworld (NE) Ltd	£138.60	£23.10	Polo Shirts for Outdoor Staff
Cityscape Maps	£480	£80	New Maps for Town Map cases
Diamond Group Ltd	£34.60	£5.77	Photocopying June
W R Batey	£785.06	£130.85	Alnwick Mugs – Civic Gifts
The Protector Group	£3,771.60	£628.60	CCTV system upgrades
TOTAL	£38,720.40	£917.66	

In addition, it is proposed to pay £1,500 from the grant awarded to Local Living to cover the recent Taste of the North Festival and the second quarter payments towards the Markets promotion and entertainment.

* Indicates LGA 1972 s137 Expenditure (Total £52.50)

The following payments are now paid by direct debit and are reported for information			
BT	£75.00	£12.50	Greenwell Lane. This account now has a credit of £61.13
BT	£29.33	£4.89	Cemetery Office – paid 28/6
NEST	£783.75	£0	Pension payments June 2019
Biffa	£98.30	£16.38	Cemetery Trade Waste June - paid 30/7

Recommendation: To approve and authorise the above payments amounting to £40,220.40 and to note the direct debit payments of £986.38.