



The Council Offices, Greenwell Lane,
Alnwick, Northumberland NE66 1HB

Your Ref:

Our Ref: FC/04/21

Dear Councillor

Clerk to Council

Peter Hatley

Tel: 01665 602574

Mobile: 07710232780

2nd April 2021

The next meeting of the Council will be held on **Thursday 8th April 2021** at **6.30pm**. You are hereby requested to attend. The meeting will be held virtually. A link to access the meeting will be forwarded to your e-mail address prior to its commencement. Should members of the public wish to ask a question or view the meeting this can be done by contacting the Clerk (peter.hately@alnwick-tc.gov.uk) no later than 5pm on the day of the meeting.

Yours faithfully

Peter Hatley
Clerk to Town Council

Agenda

1. Questions from the Public
2. Apologies
3. Declarations of Interest
4. Dr Graham Syers (Alnwick Medical Group)
5. Approval of the Minutes of the Last Meeting (11th March 2021)
6. Matters Arising
7. Mayor's Report
8. Updates:
 - a. County Council
 - b. Advisory Groups
9. Meeting Schedule 2021/22
10. Risk Management Plan
11. Asset Register
12. Mechanics Institute – Draft Accounts
13. To receive the Minutes of the Committees
 - a. Planning, Highways and Transport Committee -18th March 2021
 - b. Finance & Policy Committee - 25th March 2021
14. Financial Matters – a) Payments b) Bank Reconciliation
15. Correspondence
16. Any Other Urgent Business

In Private

Nil

Agenda Item 3**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 4

Dr Graham Syers will speak to the Council to discuss how our town and area has coped with the Covid19 pandemic and what it means for its health and wellbeing going forwards.

Agenda Item 5

To consider the minutes of the previous meeting (14th March 2021)

Recommendation: To APPROVE the minutes of the previous meeting

Agenda Item 7

The Mayor will update Councillors on events of the past month.

Recommendation: To NOTE the update

Agenda Item 8

Councillor Castle will update the Council of issues relating to Northumberland County Council. Advisory Group Chairs will provide brief updates.

Recommendation: To NOTE the updates

Agenda Item 9

The Clerk will present a recommended meeting schedule for the forthcoming financial year.

Recommendation: To APPROVE the 2021/22 meeting schedule.

Agenda Item 10

The Clerk will present the Risk Management Plan for approval.

Recommendation: To APPROVE the Risk Management Plan

Agenda Item 11

The Clerk will present the Asset Register for approval.

Recommendation: To APPROVE the Asset Register

Agenda Item 12

The Clerk will present the draft accounts for the Mechanics Institute for approval

Recommendation: To APPROVE the draft accounts for the Mechanics Institute 2020/21

Agenda Item 14**a) Payments**

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

PAYEE	CHEQUE / BACS	TOTAL	VAT	DETAILS
Diamond Group		£6.00	£1.00	Copying charges (Dec 2020)
Davidson & Son		£111.48	£18.58	Materials
James N Mclean Ltd		£24.84	£4.14	Materials / Clothing
Wybone		£646.76	£107.79	Planters
The Protector Group		£2,112.00	£352.00	Annual maintenance charge
The Northumberland Estates (Earl Percy Northern Estate)		£75.00	£0.00	Annual rent for Ratten Row
Fife Plant Hire		£171.60	£28.60	Sand/paving slabs
Town & Country Tree Surgeons		£4,560.00	£760.00	Lime pollarding
J Pibworth (deduct 1p for overpayment in March)		£225.96	£28.62	Diary, hand sanitiser dispensers, tree ties, rootgro
TrailTale Limited		£1,200.00	£200.00	Tourism route app final payment
Syd Carr		£100.00	£0.00	Weekend repairs to dangerous equipment at Swansfield Park Play Area
Alnwick Round Table		£300.00	£0.00	Grant towards Duck Event
Broxap		£919.20	£153.20	Benches for cemetery
Total		£10,452.84	£1,653.93	

Direct Debits

PAYEE	TOTAL	VAT	DETAILS
Barclays Bank charges (Jan-Feb)	£23.35	£0.00	Bank charges
Wave	£936.36	£0.00	Water charges (allotments)
Wave	£865.05	£0.00	Water charges (cem main tap)
Wave	£22.67	£0.00	Water charges (cem new tap)
Wave	£31.67	£0.00	Water charges (rob fountain)
British Gas	£28.08	£0.00	British gas contract
Biffa	149.64	24.94	Trade waste Jan
BT	£150.47	£25.08	Phone (Cemetery / Greenwell Lane (Feb)
Corona Energy	279.13	13.29	Electricity charges Feb 2021
NCC	£11,591.28	£30.00	Payroll Mar 2021
Total	£14,077.70	£93.31	

Recommendation: To approve and authorise the above payments totalling £10,452.84 and to note the direct debit payments of £14,077.70.