



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

Your Ref:

Our Ref: FC/05/21

Clerk to Council

Peter Hately

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14th May 2021

Dear Councillor

The Annual Meeting of the Council will be held on **Thursday 20th May 2021** at **6.30pm**. You are hereby summoned to attend. The meeting will be held at the Pottergate Centre.

Yours faithfully

Peter Hately
Clerk to Town Council

Agenda

1. Election of the Mayor
2. Election of the Deputy Mayor
3. Questions from the Public
4. Apologies
5. Declarations of Interest
6. Minutes of the last meeting (8th April 2021)
7. Matters Arising
8. Committee Appointments - Recreation & Amenities Committee
9. Committee Appointments - Planning, Highways & Transport Committee
10. Committee Appointments - Cemetery Committee
11. Appointment of Chairs & Vice Chairs of Committees
12. Committee & Chair/Vice Chair Appointments – Finance & Policy Committee
13. Appointments to Outside Bodies
14. Appointment of Chairs of Advisory Groups
15. General Power of Competence
16. Approving dates for ordinary meetings of the Council & Standing Committees
17. Update from County Councillors
18. Approval of the Annual Governance and Accounting Return and Draft Accounts 2020/21
19. Minutes of the Committees
 - a. Planning, Highways & Transport Committee (15th April 2021)
 - b. Recreation & Amenities Committee (22nd April 2021)
20. Vision, Mission & Objectives
21. Correspondence
22. Financial Matters – Payments
23. Any Other Urgent Business

**Agenda Item 1
Election of the Mayor**

Two nominations were received for the position of Mayor;

1. Councillor Lynda Wearn was proposed by Councillor Symmonds and seconded by Councillor Lyford
2. Councillor Geoff Watson was proposed by Councillor Harrington and seconded by Councillor Allcroft

As more than one nomination has been received a secret ballot will take place at the meeting.

Recommendation: To ELECT the Mayor

**Agenda Item 2
Election of the Deputy Mayor**

Only one nomination was received for position of Deputy Mayor, Councillor John Humphries was proposed by Councillor Watson and seconded by Councillor Castle.

Recommendation: That Councillor John Humphries by ELECTED as Deputy Mayor

**Agenda Item 5
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 Items 8, 9, 10 & 12
Committee Appointments**

The proposed committee membership for the Recreation & Amenities Committee, The Planning, Highways & Transport Committee and the Cemetery Committee will be tabled at the meeting based on the preferences of Councillors. It will be necessary to appoint the members of the Finance & Policy Committee after the appointment of the Chairs of the other Standing Committees.

Recommendation: That the membership of the Recreation & Amenities Committee, the Planning, Highways & Transport Committee, the Cemetery Committee and the Finance & Policy Committee be APPROVED

**Agenda Item 11
Appointment of Chairs & Vice Chairs of Committees**

Having appointed to the committees it will be necessary to appoint a Chairman & Vice Chairman of each committee. Nominations will be required at the meeting. If more than one nomination is received election will take place by a show of hands.

Recommendation: That the Chair & Vice Chairs of each Committee are APPOINTED

Agenda Item 13
Appointments to Outside Bodies

Councillors should consider which outside bodies require Alnwick Town Council representation and appoint appropriate Councillors where required.

Recommendation: To appoint Councillors to outside bodies as deemed appropriate.

Agenda Item 14
Appointment of Chairs of Advisory Groups

It is necessary to appoint chairs to the Councils Advisory Groups, these being;

1. Heritage & Design
2. Sustainable Travel
3. Environment
4. Town Centre & Retail
5. Housing & Economy

Recommendation: To APPOINT Chairs of Advisory Groups

Agenda Item 15
General Power of Competence

The General Power of Competence (GPC) was introduced by the Localism Act 2011 and took effect in February 2012. In simple terms, it gives councils the power to do anything an individual can do provided it is not prohibited by other legislation. It applies to all principal councils (district, county and unitary councils etc). It also applies to eligible parish and town councils. It replaces the wellbeing powers in England that were provided under the Local Government Act 2000.

An eligible council is one which has resolved to adopt the GPC, with at least two thirds of its members being declared elected and the Clerk must hold an appropriate qualification (Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012).

Further information can be found in Appendix 1

Recommendation: To AGREE that Alnwick Town Council operate under General Powers of Competence

Agenda Item 16
Approving dates for ordinary meetings of the Council & Standing Committees

A draft schedule of Council and Committee meetings will be circulated at the meeting.

Recommendation: To APPROVE the Meeting Schedule for 2021/22

Agenda Item 17

Update from County Councillors

Councillors Castle and Swinbank will update the Council of matters relating to Northumberland County Council.

Recommendation: To NOTE the update

Agenda Item 18

Approval of the Annual Governance and Accounting Return and Draft Accounts 2020/21

A copy of the Annual Governance and Accounting Return (AGAR) will be circulated at the meeting. This needs to be approved as part of the audit process. Additionally recommendations will be made by the Clerk as to budgets which should be carried forward from 2020/21 to 2021/22.

Recommendation: To APPROVE AGAR and the proposed budget carry forward

Agenda Item 20

Vision, Mission & Objectives

Councillors should consider the best way to establish and develop the Councils vision and primary objectives.

Recommendation: To APPROVE a date, time and venue for the Council to develop its strategic objectives

Agenda Item 22**a) Payments**

The following payments are due (as at 14th May); this list will be updated at the meeting, if necessary.

PAYEE	TOTAL	VAT	DETAILS
James McLean	£130.84	£21.81	Materials
Amberol	£1,401.46	£233.58	Hanging basket brackets
Peter Hately	£66.00	£0.00	Stamps
Tayplay Limited	£1,854.00	£304.00	Replacement play equipment
Scot JCB Ltd	£297.38	£49.56	Tractor repairs
Initial Washrooms	£1,023.40	£170.57	Toilet cleaning
J G Paxtons & Sons Ltd	£151.35	£25.24	Plumbing materials for allotments
The Protector Group	£117.00	£19.50	Call out to CCTV system

Glasdon	£649.94	£108.33	Dog bag dispensers
ICCM	£95.00	£0.00	Annual membership
NALC	£1,338.58	£0.00	Annual membership
Total	£7,124.95	£932.59	

Direct Debits

PAYEE	TOTAL	VAT	DETAILS
Biffa (Feb)	£119.71	£19.95	Trade waste
Biffa (Mar)	£119.71	£19.95	Trade waste
Barclays bank charges (Feb/Mar)	£22.05		Bank charges
British Gas	£28.08		British gas contract
BT (Mar)	£156.16	£26.03	Phone (Cemetery / Greenwell Lane)
Corona Energy MARCH 2021	£50.94	£8.49	Electricity charges Mar 2021
Corona Energy MARCH 2021	£72.78	£12.13	Electricity charges Mar 2021
Corona Energy MARCH 2021	£221.50	£36.92	Electricity charges Mar 2021
Anglian Water	£295.76	£0.00	Water charge
Total	£847.27	£83.57	

Recommendation: To APPROVE the above payments totalling £7,124.95 and to note the direct debit payments of £847.27.