

## **HEXHAM TOWN COUNCIL**

**I HEREBY GIVE NOTICE THAT** a meeting of the Hexham Town Council Community Engagement Remembrance Day Sub-Committee will be held in the Council Office, St Andrew's Cemetery, West Road, Hexham on Wednesday 13 September 2017 at 6.30pm when the following items will be discussed:

### **A G E N D A**

1. Apologies for absence.
2. To confirm minutes of the Hexham Town Council Community Engagement Remembrance Day Sub-Committee meeting held on 26 July 2017, enclosed.
3. Matters arising.
4. Councillors' declarations of interest (see enclosed).
5. To agree a date and time for the next meeting.
6. Any urgent matters at the Chairman of the meeting's discretion (*matters to be raised under this item should be written out (if possible) and handed to the Chairman of the meeting or the Clerk before the meeting begins*).

Jane Kevan  
Town Clerk  
7 September 2017

Hexham Town Council  
Council Office  
St Andrew's Cemetery  
West Road  
Hexham  
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Hagenda0917CERemembrance

**HEXHAM TOWN COUNCIL**  
**MINUTES OF THE TOWN COUNCIL COMMUNITY ENGAGEMENT**  
**REMEMBRANCE DAY SUB-COMMITTEE MEETING HELD ON 26 JULY 2017**

211.	PRESENT: Councillor T G E Gillanders in the Chair and Councillors T Cessford, T Pearson, Mrs C R Homer, Mrs C Hanley, and R Hull together with Mr P Robson, Mr P Clark, Mr D M Coates and Mr G Robinson.
212.	APOLOGIES FOR ABSENCE: were received from Councillor Mrs D Bell.
213.	MINUTES of the meeting held on 7 June 2017, having been circulated, were confirmed.
214.	MATTERS ARISING: a. PASSCHENDAELE (action log refers). It was AGREED to include this in this year's format. b. ABBEY PARK DRAINAGE (minute 201 and action log refers). It was AGREED to further pursue drainage work/solutions with Northumberland County Council.
215.	DECLARATIONS OF INTEREST: No declarations of interest were made.
216.	WAR MEMORIAL: It was NOTED that an initial response to the grant application submitted to the War Memorials Trust is generally supportive. Further information has been provided and a final response is pending. It was also noted that a listed building consent application for alterations to the war memorial has been submitted.
217.	RAILINGS: It was NOTED that the wreaths will be placed on the cenotaph on Remembrance Day and placed on the railings the next day.
218.	DIARY DATES. a. Battle of Britain Day 10.00am at Hexham Abbey – 15 September 2017 b. Wreath laying at War Memorial – 17 September 2017 c. War Graves Remembrance ceremony – 11 November 2017 d. Laying of a poppy wreath at the Hexham Hospital Chapel War memorial – 11 November 2017 e. Remembrance Sunday Parade and Service of Remembrance – 12 November 2017 f. Armed Forces Day – 24 June 2018.
219.	NEXT MEETING: It was AGREED that the next Sub-Committee meeting will be held on 13 September 2017 at 6.30pm in the Council Office, St Andrew's Cemetery, Hexham.

**Action Log**

Contact NCC again re: Abbey Park drainage	Clerk
Apply for listed building consent for work on the war memorial	Clerk

Chairman .....

## **HEXHAM TOWN COUNCIL - DECLARATIONS OF INTEREST**

Under the Code of Conduct adopted by the Council on 3 September 2012 Councillors must declare if they have a disclosable interest in any matters under consideration.

To do so Councillors should use one of the following statements:-

1. "I have a disclosable pecuniary interest  
in..... (for example:) Agenda item 3,  
Planning application number 13/1234".  
(NOTE: Code of Conduct paragraphs 11&15 apply).
  
2. "I have a disclosable personal interest  
in..... (for example:) Agenda item 4,  
Grant aid application by Hexham Youth Initiative  
(NOTE: Code of Conduct paragraph 13 applies).

Councillors should familiarise themselves with the Code of Conduct regarding the definitions of (A) pecuniary interest and (B) other personal interest and their obligations when declaring any such interests.

To ensure Councillors interests are correctly minuted please use one of the above statements when declaring an interest.

NB. Should a Councillor wish to take part in the consideration and voting on a matter or matters in which he/she has a disclosable interest then they may request a dispensation be granted to enable them to take part in the discussion and voting on it but at least 10 days' notice must be given for any dispensation request.