

HEXHAM TOWN COUNCIL

I HEREBY GIVE YOU NOTICE that a meeting of the Council will be held in the Conference Room, Dene Park House, Corbridge Road, Hexham NE46 1HN on Monday 5 March 2018 at 6.45pm, when the following items will be discussed:

A G E N D A

1. Council to hear questions from Hexham residents regarding matters on the agenda or relating to Hexham.
2. Apologies for absence.
3. To agree minutes of the Town Council meeting held on 5 February 2018, enclosed.
4. Matters arising not on the agenda – for report only, if any.
5. Mayor's announcements.
6. Declarations of interest (see enclosed).
7. To agree accounts for payment (list enclosed).
8. Proposal from Councillor T Cessford: "In regard to the upcoming consultation being run by the County Council on the future of the Hexham BID, in the spirit of the decision being made by businesses for businesses and also to prevent any form of misinterpretation, I believe that Hexham Town Council should not submit a response to the consultation nor exercise its right to vote as a member of the business improvement district. It is imperative that as close to full participation by ALL businesses in the consultation process occurs, and the outcome is formulated without any misconceived notion that the results are being influenced in any way by Hexham Town Council. It is then up to NCC to fully support the result as determined by the businesses, and endeavour to implement the decision as soon as, and by any means, is practically possible".
9. To consider any correspondence received.
10. 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 Town Clerk before the meeting begins.)



Jane Kevan
Town Clerk
27 February 2018

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Hagenda0318

HEXHAM TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL MEETING HELD ON 5 FEBRUARY 2018

7043.	<p>PUBLIC QUESTIONS: It was noted that the meeting was being recorded for www.hexhamtv.com.</p> <p>A member of the public advised of her and others' concerns regarding proposals for the old swimming pool building in Hexham and implications for local businesses and residents.</p>
7044.	<p>FEBRUARY COUNCIL MEETING: Councillor T G E Gillanders, the Town Mayor, then opened the Council meeting. Present were Councillors R Hull, T Pearson, Mrs C R Homer, E Green, T Cessford, T Dodds, J V R Hare, Mrs C Hanley, J Ord and D Kennedy.</p>
7045.	<p>APOLOGIES FOR ABSENCE were received from Councillors Ball, Graham and Mrs Bell.</p>
7046.	<p>MINUTES: The minutes of the Town Council meeting held on 8 January 2018, having been circulated, were AGREED, subject to minute 7041 being amended to have: "and that the local community are very grateful" added.</p>
7047.	<p>MATTERS ARISING: ACTION PLAN AND CHRISTMAS LIGHTING (minute 7040 refers). It was NOTED that Councillors Gillanders and Cessford had met with the Sales and Project Manager from the Millennium Quest Limited in January and already started plans for extra Christmas lights in Hexham this year.</p>
7048.	<p>MAYOR'S ANNOUNCEMENTS. For information Councillor Gillanders advised the meeting:</p> <ul style="list-style-type: none">a. CAR PARKING STUDY. He had been to a meeting on 9 January with County Council officers and elected members to receive a report on the study done last year. A further meeting took place today when it was agreed to meet again after there has been a further meeting with stakeholders due to an earlier meeting being poorly attended.b. DEMENTIA ACTION ALLIANCE. With Councillor Mrs Bell he had attended a meeting on 10 January.c. HEX-PRESS. On 17 January he had attended a meeting at the Hexham Community Partnership office regarding the future of the Hex-Press which will now be co-edited by Councillors Cessford and Ord.d. CORE MUSIC. He had visited Core Music on 18 January and offered Mike Coleman a Yamaha electronic keyboard which can be used for classes.e. FOOD BANK. On 19 January he went to a meeting at the West Northumberland Food Bank and was pleased to offer the cost of a laptop, two office desks and two chairs for their targeted support project from the Mayor's allowance.f. NORTHUMBERLAND ASSOCIATION OF LOCAL COUNCILS. He had attended a meeting on 20 January when various matters were discussed, including the proposed North of Tyne Devolution.g. DEMENTIA ACTION ALLIANCE. He was pleased to attend the public

	<p>launch with many other Councillors at Hexham Abbey on 22 January to support this worthy cause.</p> <p>h. CEMETERY WORKER. He and Councillor Cessford had interviewed 8 shortlisted candidates for this post on 2 February.</p>
7049.	DECLARATIONS OF INTEREST: No declarations of interest were made.
7050.	ACCOUNTS FOR PAYMENT: It was AGREED to authorise payments in accordance with the list that had been circulated and attached to the agenda.
7051.	<p>CORRESPONDENCE RECEIVED. <i>(Note: wherever possible, all communications addressed to the Council are circulated to Councillors for information as and when received.)</i></p> <p>a. NORTH TOURISM FAIRS 2018: Councillors had been circulated information on these fairs. The one in Hexham will run jointly with the Meet the Maker event and be at Hexham Mart between 10.00am and 2.30pm on Thursday 15 March.</p> <p>b. VOLUNTARY AND COMMUNITY SECTOR CONSULTATION. Councillors had been circulated information on a consultation on future funding. This had been considered by the Community Engagement Committee and been responded to.</p> <p>c. GREAT NORTHUMBERLAND 2018: There will be a celebratory arts and cultural programme between 7 July and 2 September as Northumberland's contribution to the region's Great Exhibition of the North taking place this summer in Newcastle and Gateshead. To launch the programme, there will be a showcase event on Saturday 7 July in the Sele in Hexham.</p>
7052.	<p>POLICING AT HEXHAM BUS STATION: Inspector Pam Bridges advised that the Police had met with local residents and others who had raised concerns about behaviour of some youths at the bus station, and proactive regular patrols will continue. There has been no further disorder or criminal damage although one drug-related item was found. She advised of other work including that relating to pedlars, the night-time economy and meeting with licensees where necessary, and fuel theft in rural areas. Gary Laskey, Hexham Fire Station Manager, advised that the two Services have worked jointly as there have been several wheelie bin fires in and near Hexham since December with, fortunately, damage only to the bins and not surrounding properties. Joint press releases have been issued. Councillors noted their gratitude for the Police dealing with antisocial behaviour and for both the Police and Fire Brigade for their proactive and reactive work.</p>
7053.	<p>GRANT AID POLICY AND PROCEDURE: It was AGREED to adopt the Grant Aid Policy and Procedure as circulated with the following amendment to the final paragraph under 1. Background to "All successful applicants will be expected to demonstrate their work/services and the benefit experienced by the grant to either the Finance and General Purposes Committee or by making a presentation at the Annual Town Meeting".</p>
7054.	DISPENSATIONS POLICY: It was AGREED to re-adopt this policy.

7055.	EQUAL OPPORTUNITIES POLICY: It was AGREED to adopt this revised policy.
7056.	EQUALITY AND DIVERSITY POLICY: It was AGREED to adopt this revised policy.
7057.	GRIEVANCE POLICY: It was AGREED to re-adopt this policy.
7058.	FINANCIAL RISK ASSESSMENT: It was AGREED to adopt this revised risk assessment.
7059.	HEXHAM BID: It was AGREED that, as Northumberland County Council had issued a statement regarding a pending consultation with levy payers, the Town Council is unable to answer any questions or comment on the BID other than it supports all businesses in Hexham.
7060.	NORTH OF TYNE DEVOLUTION: A draft response to the consultation considered by the Community Engagement Committee was discussed. With 10 votes for, and one vote against the proposed Devolution, it was AGREED to submit the response.
7061.	EXCLUSION of THE PUBLIC: It was resolved and AGREED in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted, namely the appointment of the Honorary Steward and Bailiff, it is advisable in the public interest that the public and press be temporarily excluded from the meeting and they were instructed to withdraw.
7062.	2017 HONORARY STEWARD AND BAILIFF OF HEXHAM. This was considered and AGREED as detailed in confidential minute 7062 attached.
7063.	The meeting was reopened to the public.
7064.	NEXT MEETING: The next meeting of the Council will be held on 5 March 2018 at 6.45pm at Dene Park House, Corbridge Road, Hexham.

Chairman

Signed as a correct record of the minutes of the meeting held on 5 February 2018.

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 must use one of the following statements:-

- “I have a disclosable pecuniary interest
in..... (for example) Agenda item
3, Planning application number 14/1234”.
(NOTE: Code of Conduct paragraphs 11&15 apply).
- “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.

HEXHAM TOWN COUNCIL
ACCOUNTS FOR PAYMENT 5 MARCH 2018

Payments are authorised by LGA 1972 s14, 144, 145, 214 or 215 or PCA 1957

Payee	Detail	Amount	VAT	Net	Cheque number	Ref.
Safe and Secure 24	Alarm systems 24 hour monitoring	15.60	2.60	13.00	DD	7380
HSBC	Bank charges (January)	28.68	0	28.68	DD	5060
Malthurst Ltd	Diesel (February)	126.26	21.04	105.22	Visa	7310
EE & T Mobile	Accounts (February)	43.20	7.20	36.00	DD	5010
Onecom Limited	Phone and broadband (January)	76.50	12.75	63.75	DD	5010
NCC (wages and PAYE)	February	9934.76	0	9934.76	BACS	6020
NCC (pension fund)	February	1771.65	0	1771.65	BACS	6030
NCC (payroll admin fee)	5 payslips @ £4.167 (Feb)	25.01	4.17	20.84	BACS	6020
Opus Energy Limited	Abbey Floodlights	405.74	67.62	338.12	DD	7450
Tesco	Tea and coffee	22.53	0	22.53	Visa	6010
Kompan Ltd	Sele Play Area refurbishment	49093.92	8182.32	40911.60	109003	5094
Kompan Ltd	Sele Play Area painting and woodwork	4417.20	736.20	3681.00	109003	5094
Henderson & Harrison Ltd	Repair to boiler in Cemetery Lodge	90.90	15.15	75.75	109004	7380
Post Office	Stamps	33.60	0	33.60	Visa	5020
Phoenix Eye	Christmas market security	321.64	53.61	268.03	BACS	5130
Public Works Loan Board	Loan instalment	4951.69	0	4951.69	DD	7360
NCC	Sele public conveniences winter opening	2400.00	400.00	2000.00	109005	5120
Valerie Leverett Memorials	Saddles	825.61	137.61	688.00	109006	7340
CJL Fenwick	Bin liners	758.40	126.40	632.00	109007	7100
Robson Print Limited	Spring Reception invitations	69.60	11.60	58.00	BACS	7070
Viking	Ink cartridges	55.17	9.19	45.98	BACS	5030

Viking	Hand towels and toilet roll	83.36	13.90	69.46	BACS	7330
Purdy's Skip Hire	Skip at Cemetery	252.00	42.00	210.00	109008	7330
The Millennium Quest Limited	Call outs to repair Christmas lights (faulty column connector and vandalism)	720.00	120.00	600.00	109009	7065
Rickerby Ltd	Jerry cans	49.65	8.28	41.37	BACS	7330
Jewson Limited	Wood (play area repair)	14.76	2.46	12.30	109010	7210
Jewson Limited	Wood (play area repair)	44.20	7.37	36.83	109010	7210
Jewson Limited	Drill set and screws	20.99	3.50	17.49	109010	7210
Lloyd Ltd	Mower, brushcutter and hedgecutter	2214.00	369.00	1845.00	109011	7315
TOTALS		78866.62	10353.97	68512.65		

HEXHAM TOWN COUNCIL
MAYOR'S ALLOWANCE – ACCOUNTS FOR PAYMENT 5 MARCH 2018

Payee	Detail	Amount	VAT	Net	Cheque number	Ref.
Balance b/f				1692.19		
	Postage stamps for Christmas cards	36.40	0	36.40	Visa	5080
Balance fwd				1655.79		

HEXHAM TOWN COUNCIL – INCOME – FEBRUARY 2018

Credit from	Detail	Amount	Invoice reference	Date	Ref.
Various	Cemetery charges	184.00	HDW2018/09	060218	4010
Various	Cemetery charges	301.00	HD2018/10	060218	4010
Various	Cemetery charges	925.00	HD2018/11	060218	4010
Various	Cemetery charges	1129.00	HDW2018/12	060218	4010
Various	Cemetery charges	1548.00	HD2018/13	070218	4010
Various	Cemetery charges	946.00	HD2018/15	130218	4010
Various	Cemetery charges	473.00	HD2016/92 Memorial	150218	4010
TOTAL		5506.00			

Hexham Neighbourhood Plan 2017/18

(As at 28 February 2018)

Budget	Expense (net)	Detail	Date	Cheque No.	Balance
£7700.00					£7700.00
	£450.00	Sarah Dyer (Heritage Consultant advice)	6/4/17	108822	£7250.00
	£135.00	GIS work	4/17	108823	£7115.00
	£141.67	Hexham Abbey Heritage Trading Ltd (hire of Great Hall for Forum 9)	23/5/17	108842	£6973.33
	£1410.00	Planning Consultant fee	31/3-30/4/17	108843	£5563.33
	£1410.00	Planning Consultant fee	30/4-31/5/17	108863	£4153.33
	£221.40	Courant Forum 9 notices	12 & 19/5/17	108865	£3931.93
	£235.00	Planning Consultant fee	31/5-30/6/17	108893	£3696.93
	£135.00	N'land National Park Authority (maps)	12/7/17	108894	£3561.93
	£167.55	Arc4 presentation 19/10/16	Invoice received 11/8/17	108907	£3394.48
	£470.00	Planning Consultant fee	30/6-30/9/17	108940	£2924.48
	£833.75	Sarah Dyer (Heritage Consultant)	Statement of significance re: Workhouse	108959	£2090.73