

HEXHAM TOWN COUNCIL

I HEREBY GIVE YOU NOTICE that the **Annual Meeting** of the Council will be held at Hexham House, Gilesgate, Hexham NE46 3NH on Monday 14 May 2018 at 6.45pm, when the following items will be discussed:

A G E N D A

1. To elect the Chairman of the Council (the Town Mayor).
2. To receive the Chairman's Declaration of Acceptance of Office.
3. Apologies for absence.
4. To elect the Vice Chairman of the Council (the Deputy Town Mayor).
5. Council to hear questions from Hexham residents regarding matters on the agenda or relating to Hexham.
6. To confirm the Mayor's allowance will be as agreed in the 2018/19 budget.
7. Councillor T G E Gillanders proposal: "To agree membership of Standing Council Committees" (see enclosed).
8. Councillor T G E Gillanders proposals:
 - a. "To agree continuation and membership of the Town Plan 2020 Committee and a proposal on the Committee finance" and
 - b. "To agree continuation and membership of the Neighbourhood Plan Committee, and a proposal on the Committee finance" (see enclosed).
9. To agree minutes of the Town Council meeting held on 9 April 2018, enclosed.
10. Matters arising not on the agenda – for report only, if any.
11. To receive, for information, the minutes of the Annual Town meeting held on 23 April 2018, enclosed.
12. To receive an update on policing in Hexham from Inspector Pam Bridges.
13. Mayor's announcements.
14. Declarations of interest (see enclosed).
15. To agree accounts for payment (list enclosed).
16. To agree continuing appointment of HSBC as the Council bankers.
17. To agree to carry forward some unspent budgets (see enclosed).
18. To consider action relating to the General Data Protection Regulation (see enclosed).
19. Proposal from Councillor S Ball: "Hexham Town Council wishes to support Hexham Community Centre in ensuring the continued tenancy of the Citizens Advice Bureau; for it to be directly consulted on any development of a neighbouring housing project; and regarding road safety outside" (see full proposal enclosed).
20. To consider any correspondence received.
21. 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
8 May 2018

Hexham Town Council, Council Office, St Andrew's Cemetery, West Road, Hexham NE46 3RR
Tel: 01434 609575 [Email: clerk@hexhamtowncouncil.gov.uk](mailto:clerk@hexhamtowncouncil.gov.uk)
www.hexhamtowncouncil.gov.uk Hagenda0518

HEXHAM TOWN COUNCIL
DECLARATION OF ACCEPTANCE OF OFFICE

I,, having been elected to the office of Mayor and Chairman of Hexham Town Council, **declare** that I take office upon myself and will duly and faithfully fulfill the duties of it according to the best of my judgment and ability.

Dated this fourteenth day of May 2018

Signed:

This declaration was made and signed before me

Signed:

(Jane Kevan, Town Clerk)
Proper Officer of the Council

HEXHAM TOWN COUNCIL

MEMBERSHIP OF STANDING COMMITTEES

Proposal by Councillor T G E Gillanders – That Standing Committee members for 2018/19 will be:

- Finance and General Purposes Committee
Councillors M J Graham, E Green, T G E Gillanders, T Cessford, J Ord, Mrs C R Homer, T Pearson, R Hull and 1 other.
- Planning and Infrastructure Committee
Councillors J V R Hare, Mrs D Bell, E Green, T G E Gillanders, Mrs C Hanley, J Ord and R Hull.
- Community Engagement Committee
Councillors T G E Gillanders, S Ball, T Dodds, Mrs D Bell, T Cessford, Mrs C Hanley, Mrs C R Homer, T Pearson and R Hull.

Councillor Tom Gillanders
Mayor
May 2018

HEXHAM TOWN COUNCIL

MEMBERSHIP OF THE TOWN PLAN 2020 AND NEIGHBOURHOOD PLAN COMMITTEES

Proposal by Councillor T G E Gillanders – As the above Committees have not yet completed the work the Council requested them to consider, both Committees need to continue. Accordingly, **I PROPOSE** these Committees continue until the work is complete and that the members for 2018/19 will be:

Town Plan 2020 Committee

Councillors T G E Gillanders, T Cessford, J M Graham, Mrs C Hanley, T Dodds, S A Ball and T Pearson.

Neighbourhood Plan Committee

Councillors T G E Gillanders, T Cessford, Mrs C R Homer, J M Graham, R Hull, J Ord and D Kennedy.

If Council agrees the above proposal, then I wish to **further propose**:

The Town Plan 2020 Committee be authorised to agree any Committee expenditure up to but not exceeding the agreed 2018/19 budget of £20,000.00, together with £14,000.00 that was not spent in 2017/18, so a total of £34,000.00 (reference 5500).

The Neighbourhood Plan Committee be authorised to agree any Committee expenditure up to but not exceeding the agreed 2018/19 budget of £5,000.00, together with £1,540.00 that was not spent in 2017/18, so a total of £6,540.00 (reference 5500).

HEXHAM TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL MEETING HELD ON 9 APRIL 2018

7077.	<p>PUBLIC QUESTIONS: It was noted that the meeting was being recorded for www.hexhamtv.com.</p> <p>Two members of the public asked questions and commented about the new 20mph signs in Hexham; youths with drugs meeting at the bandstand, some with scooters; and trees removed from the old swimming pool site. It was noted that Inspector Bridges will be invited to the next Council meeting.</p>
7078.	<p>APRIL COUNCIL MEETING: Councillor T G E Gillanders, the Town Mayor, then opened the Council meeting. Present were Councillors R Hull, T Pearson, E Green, T Cessford, Mrs C R Homer, J V R Hare, Mrs C Hanley, Mrs D Bell, J Ord, G M Graham, T Dodds, S Ball and D Kennedy.</p>
7079.	<p>No APOLOGIES FOR ABSENCE were received.</p>
7080.	<p>MINUTES: The minutes of the Town Council meeting held on 5 March 2018, having been circulated, were AGREED.</p>
7081.	<p>MATTERS ARISING: BOUNDARY WITH WARDEN PARISH (minute 7070b refers). It was NOTED that a bin has now been installed and that the Council is seeking publicity for inter-Council cooperation.</p>
7082.	<p>MAYOR'S ANNOUNCEMENTS. For information Councillor Gillanders advised the meeting:</p> <ul style="list-style-type: none">a. NEIGHBOURHOOD PLAN PRE-SUBMISSION CONSULTATION. He had been to a press launch on 7 March with Dave Clegg, Chair of the Neighbourhood Plan Steering Group, and other members Bob Hull and Wendy Breach. He thanked the Courant for very positive coverage. He also noted information boards on display at Hexham House for the Full Council meeting, that there will be a drop-in event at the Queen's Hall on Saturday 14 April, and that he would appreciate support from any Councillor able to visit multi-occupant residences such as Care Homes to encourage responses to the consultation.b. HADRIAN HOUSE. With Councillor Hull and the Clerk he had attended Hadrian House on 8 March in response to an invitation to help identify any former Tynedale Council items that may be of interest to the Town Council. A considerable amount of items were taken, including many old prints that will soon be displayed in Hexham House.c. SPRING RECEPTION. He had hosted this on 14 March where Mrs Helen Milner was inaugurated as the Honorary Steward and Bailiff for 2017. It was an enjoyable and successful evening.
7083.	<p>DECLARATIONS OF INTEREST: Councillor Mrs Homer declared an interest in agenda item 10 as she is a member of Northumberland County Council's Cabinet, the decision making body which will consider all the consultation outcomes. Councillor Cessford also declared an interest in agenda item 10 as he</p>

	is on the County Council's Family and Children's Services Overview and Scrutiny Committee which will consider this before it goes to Cabinet. Both Councillors advised they would observe but be unable to take part. Councillors Ball, Pearson, Green, Kennedy and Mrs Bell also noted that they have (grand)children in Hexham Schools and that Councillor Kennedy's wife is a governor at one of these schools.
7084.	ACCOUNTS FOR PAYMENT: It was AGREED to authorise payments in accordance with the list that had been circulated and attached to the agenda.
7085.	2018/19 ACTION PLAN: The recommended Action Plan for 2018/19 as circulated with the agenda was AGREED, subject to the addition of continuing work to improve the Market Place.
7086.	HEALTH AND SAFETY POLICY: The policy as circulated with the agenda was AGREED.
7087.	PROPOSAL BY COUNCILLOR J ORD: ""Hexham Town Council calls on Northumberland County Council to ensure that the next round of discussions regarding the possible school reorganisation in the west of Northumberland is carried out in full partnership with every school and the communities which rely on them". The proposal was seconded by Councillor Ball and discussed before Councillor Hull proposed a substantial amendment to "Hexham Town Council, recognising the importance of a good education system for the future of the town, calls upon Northumberland County Council to continue its engagement and involvement with all partners involved in education in Hexham to ensure that a solution to the issues raised in the current consultation process is found which will offer outstanding education for the town's young people. The Town Council understands the pressures on education in Northumberland and the reasons for the informal consultation process, which include the desire of Hadrian Learning Trust to move to an 11-18 model. It recognises the high level of interest the process has generated and looks forward to receiving the results of the consultation as well as proposals for the next steps. The Town Council calls upon Hadrian Learning Trust to publish the results of the consultation it has carried out and it will fully support the wishes of residents as expressed in this process." This amendment was voted for by 11 Councillors and the substantive proposal was then AGREED unanimously by the Councillors taking part.
7088.	CORRESPONDENCE RECEIVED. <i>(Note: wherever possible, all communications addressed to the Council are circulated to Councillors for information as and when received.)</i> <ol style="list-style-type: none"> a. NORTHUMBERLAND LOCAL PLAN SPRING 2018 CONSULTATION: Councillors had been circulated information on the County Council's consultation, in order to inform preparation of the forthcoming draft Local Plan, on preferred locations for housing and employment development. The consultation will end on 2 May. b. TEMPORARY TRAFFIC REGULATION ORDER: Councillors had been circulated information on St Cuthbert's Lane/Longlands/St Mark's being closed in sections from 9.00am to 3.00pm between 9 and 27 April for resurfacing work.

	<p>c. TEMPORARY TRAFFIC REGULATION ORDER: Councillors had been circulated information on Yarridge Road expected to be closed from 7.30am to 5.00pm between 26 April and 10 May for resurfacing work and drainage improvements.</p> <p>d. TEMPORARY TRAFFIC REGULATION ORDER: Councillors had been circulated information on Hallstile Bank expected to be closed from 16 April to 11 June to assess traffic movements. Vehicle access will continue for residents and businesses to the rear of properties.</p> <p>e. NALC TRAINING PROGRAMME: Councillors had been circulated information on available training from April to September 2018.</p> <p>f. 20MPH SPEED RESTRICTION: Councillors had been circulated information on the introduction of this in the town centre.</p> <p>g. BEING ACTIVE MATTERS – TYNEDALE/WEST: Councillors had been circulated information on the search for volunteers to support people with mental health considerations to become physically active.</p>
7089.	PROMOTING HEXHAM: Councillor Hare noted publicity on empty retail premises in the town centre was misleading as various premises have reopened or are now used for other purposes. The issues in Hexham are the same everywhere and he would appreciate the local press and people acknowledging that Hexham is fine.
7090.	WENTWORTH CAR PARK LIGHTS: Councillor Kennedy noted some lights have been permanently on for several weeks and asked for the Town Council to request the County Council to only have them switched on when dark. Councillor Mrs Homer advised the County Council is aware of cabling issues and that she will raise this issue at a meeting being held next week.
7091.	DEMENTIA FRIENDLY: It was noted that the event at the Abbey that had to be postponed because of the weather will now be held on 28 April.
7092.	HEXHAM IN BLOOM: It was noted that the spring judging will be on 16 April.
7093.	NEXT MEETING: The next meeting of the Council will be the Annual Meeting of the Council and be held on 14 May 2018 at 6.45pm at Hexham House, Hexham.

Chairman

Signed as a correct record of the minutes of the meeting held on 9 April 2018.

HEXHAM TOWN COUNCIL

MINUTES OF THE ANNUAL TOWN MEETING HELD ON 23 APRIL 2018

ATM130.	PRESENT: Councillor T G E Gillanders, the Town Mayor, in the Chair and Councillors R Hull, Mrs D Bell, J Ord, Mrs C Hanley, T Pearson, J M Graham, E Green, T Dodds and J V R Hare together with eight members of the public.
131.	APOLOGIES for absence were given on behalf of Councillors Mrs C R Homer, T Cessford and S Ball.
132.	MINUTES: The minutes of the last Annual Town Meeting, held on 15 May 2017, were received and, having been circulated, taken as read.
133.	MAYOR'S REPORT for 2017/18: The report of Councillor T G E Gillanders is attached to this minute and it was AGREED it be received. A copy has also been placed on the Council website.
134.	RESOLUTIONS: No notices of resolutions had been received for consideration and no resolutions or proposals were put to the meeting.
135.	A PRESENTATION was made to the meeting by Dr Jeremy Rushmer, Executive Medical Director, Northumbria Healthcare. He advised of its vision, geography and values, and that there were more than two million patient contacts in Northumberland in 2016/17. He also provided information on changes in healthcare, patient feedback and integration. It was noted that the Trust is very proud of Hexham General Hospital and that it is very busy: in one year there were 52,000 outpatient appointments across 26 specialities. Dr Rushmer concluded with information on the Synexus Partnership, a dedicated research facility, and community services. He then answered several questions; including information on waiting times, work with the voluntary sector, retaining staff, the relationship between the hospital and the Town, and the midwifery unit. It was noted that a copy of Dr Rushmer's presentation would be put on the Town Council website.
136.	There being no further business before the meeting, the Mayor declared the meeting closed.

Mayor

Signed as a correct record of the minutes of the Annual Town Meeting held on 23 April 2018.

Annual Town Report 2017/18
by
Councillor Tom Gillanders, Mayor of Hexham.

It has been just a year since I took over the position of Mayor of Hexham from Councillor Trevor Cessford. A lot has happened since then and I pay tribute to Cllr Cessford for laying the foundations from which these successes have emerged. During the past year the bus station has moved from the centre of the town and is now fully at home in Loosing Hill. I acknowledge that there was a certain amount of scepticism about the benefits this move would bring but overall the move has been widely regarded as a success. The move to develop the old bus station site is still shrouded in mystery but the good news is that it has opened up almost thirty additional car parking spaces right in the town centre.

The town has had to endure the aspect of many of its historic buildings standing empty while the owners, Northumberland County Council, have tried to find buyers for them. These have included Prospect House, Hexham House; the old swimming pool and lately Hadrian House. Some notable success has been achieved with the development of Hexham House as a wedding venue with its associated letting apartments. However, there is still work to be done in converting these historic buildings to modern use. The move to convert the Queen's Hall into a modern County Council hub has received critical acclaim and this has freed up the old Tourist Information Centre for sale on the open market.

However, not all empty buildings have been developed. There are still examples around the town of empty hotels and shops awaiting refurbishment. The long running concern regarding the future of the old Workhouse has still not been resolved despite the efforts of both the Civic Society and an active pressure group. While these vacancies are regrettable it must be remembered that any developments must satisfy the market forces that drive any commercial venture. Frequently these forces take time to emerge and patience can often be the best attitude.

The refurbishment of the Market Place continues to attract criticism and praise in almost equal measure. The Planning Consultants retained by both the Town Council and the County Council have brought forward some ideas. These ideas included closing certain thoroughfares for trial periods but unfortunately these plans were affected by a number of events outside our control, including the elections in May 2017. However, they will continue and the results will be subject to analysis. I am aware that many residents and business owners feel that these trial closures will have an adverse impact on town centre trading and will negatively affect the flow of traffic. However, if we don't pursue the trials then we will never know for certain what the positives and negatives are going to be. On the same topic I acknowledge the concerns expressed about the difficulties in parking within the town. This continues to be a matter of discussion with the County Council and it is hoped that there will be a positive announcement in the near future.

Over the last three years a small group of volunteers have been working under the guidance of the Town Council to write a Neighbourhood Plan. This plan will shape the types and locations of future housing within the town. It is currently out to

consultation with each household having an opportunity to comment. This is very much a local plan but will have a legally empowering ability if and when approved.

Over this past year the Town Council has made a considerable effort to improve the lighting around the town at the Christmas season. The display lights received a considerable financial boost last year and there are plans for further improvements for 2018. Many congratulatory remarks have been received from residents as to the improvement in the Christmas lights in 2017.

While the Town Council provide the lighting it would be churlish not to acknowledge the efforts of the volunteer group known as Hexham in Bloom and their associates Edible Hexham. This group supply and maintain hanging baskets to offices and shops around the town and encourage retail outlets to brighten their shop fronts with floral displays. In addition they support the railway station platform displays and coordinate the work carried out by care homes and other establishments. The Edible Hexham planters brighten up the town and provide a taste of spring and summer to passers-by. This year they contributed to the town receiving four gold awards and four silver gilt awards from Northumbria in Bloom. Supporting the Hexham in Bloom volunteers are the unsung heroes of the Town Council's own staff who spend many hours each year maintaining the flower beds, grass verges and planters around the town in tip-top condition.

Volunteers are the key players in Hexham's lifeblood. They organise so many activities from social clubs to sporting outlets and from artistic groups to youth groups. Volunteers are also integral to assisting in running the various festivals organised by the Hexham Community Partnership. We have the Spring Festival, Spook night and the Christmas Market - all needing volunteers. In addition we have music festivals, an eating festival and a book festival. These are just a few of the many activities on offer and where volunteers are essential.

It is often forgotten that all the Town Councillors are volunteers and receive no financial reward for the work they do serving on Committees, attending Council meetings, sitting on Working Groups and participating in other events. I pay tribute to their selflessness and can assure the residents that while we Councillors may not always see eye-to-eye on certain aspects of policy, all of us serve for the public good.

Hexham can take pride in being an inclusive town and the recently refurbished children's play area at the Sele can bear witness to this. Efforts have been made to make the equipment disabled friendly so that they can be accessed by children of all abilities.

Finally, as we approach the move to leave the European Union we remember our friends in our twin towns of Noyon and Metzingen. The politicians and bureaucrats may argue about the future but all parties involved with Town Twinning are agreed that our close relationships, one with another, will continue.

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 14 MAY 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 (March)	27.19	0	27.19	DD	5060
Malthurst Ltd	Diesel (April)	363.59	60.61	302.98	Visa	7310
EE & T Mobile	Accounts (April)	44.95	7.49	37.46	DD	5010
Onecom Limited	Phone and broadband (April)	75.74	12.62	63.12	DD	5010
NCC (wages and PAYE)	April	11740.78	0	11740.78	BACS	6020
NCC (pension fund)	April	2093.62	0	2093.62	BACS	6030
NCC (payroll admin fee)	6 payslips @ £4.167 (April)	30.00	5.00	25.00	BACS	6020
Opus Energy Limited	Abbey Floodlights	97.60	4.65	92.95	DD	7450
Tyne Valley Car & Van Hire	Van 5-11 April pending Pick-Up replacement	230.00	38.33	191.67	Visa	7315
Tyne Valley Car & Van Hire	Van 12-18 April pending Pick-Up replacement	230.00	38.33	191.67	Visa	7315
Tyne Valley Car & Van Hire	Van 19-25 April pending Pick-Up replacement	230.00	38.33	191.67	Visa	7315
Tyne Valley Car & Van Hire	Van 26 April-2 May pending Pick-Up replacement	230.00	38.33	191.67	Visa	7315
NCC	Recharge for elections in 2017	4615.02	0	4615.02	Deducted from Precept	5090
Ludman Planning	NPlan work Oct 2017-March 2018	1057.50	0	1057.50	109120	5600
Distco Ltd t/a Accent Distribution Services	Hex-Press distribution	199.33	33.22	166.11	BACS	7840
Distco Ltd t/a Accent Distribution Services	NPlan consultation response forms distributed with Hex-Press	132.89	22.15	110.74	BACS	5600

Robson Print	NPlan response forms	280.00	0	280.00	BACS	5600
Tesco	Laminating pouches	11.75	1.96	9.79	109121	5600
HC Slingsby PLC	Caution Wet Floor A Board	18.89	3.15	15.74	Visa	7330
Flag and Bunting Store	Union Jack hand flags	357.95	59.65	298.30	Visa	7800
Flag and Bunting Store	Union Jack bunting	363.30	60.55	302.75	Visa	7800
Fenland Leisure Products Ltd	T clips to repair play equipment at the Sele Play Area	21.30	3.55	17.75	Visa	7210
Crawford Higgins Associates Ltd	Inspection and buildings condition report	450.00	75.00	375.00	109122	7380
W & M Thompson (Quarries) Limited	Mixed sand/gravel and chippings for the Cemetery	880.22	146.70	733.52	109123	7380
Northumbria Calvert Trust	Climbing wall for AFD	600.00	0	600.00	109124	7800
Northumbria Pest Control Ltd	Treatment for cluster flies in the Chapel	162.00	27.00	135.00	BACS	7380
Haltwhistle & District Joint Burial Committee	Digger training for two members of HTC staff	363.68	60.62	303.06	109125	6080
T Dodd	New roof on bus shelter	1344.00	0	1344.00	109126	7150
Arco Limited	Protective clothing for Cemetery staff	11.98	2.00	9.98	109127	7300
Arco Limited	Protective clothing for Cemetery staff	43.27	7.21	36.06	109127	7300
Arco Limited	Protective clothing for Cemetery staff	648.88	108.15	540.73	109127	7300
Arco Limited	Protective clothing for Cemetery staff	48.66	8.11	40.55	109127	7300
Eleanor Renwick	Deposit for face painting on AFD	40.00	0	40.00	BACS	7800
Hexham Abbey Festival	Donation	500.00	0	500.00	109128	6066
Hexham Male Voice Choir	Donation	250.00	0	250.00	109129	6066
Hexham	Donation for	1000.00	0	1000.00	109130	6096

Abbey	Hexham Roman Festival					
Kompan Scotland Ltd	Inclusive swing seat	1452.00	242.00	1210.00	109131	7210
The Millennium Quest Limited	Christmas lights storage, collection from previous supplier and testing	1839.60	306.60	1533.00	BACS	7060
Post Office	Postage	15.56	0	15.56	Visa	5020
Derek's Shoe Bar	2 keys for Dene Park allotments	10.00	0	10.00	109132	7000
Hexham Courant	Notice for Annual Town Meeting	216.48	36.08	180.40	109133	5000
Hexham Machinery Centre	Allen keys	14.26	2.38	11.88	109134	7100
ICCM	Annual subscription	90.00	0	90.00	BACS	5050
Purdy's Skip Hire	Two lifts Quatre Bras	504.00	84.00	420.00	BACS	7020
Purdy's Skip Hire	One lift Dene Park allotments	252.00	42.00	210.00	BACS	7000
Stokoe Rodger	Bookkeeping for quarter ended 31.3.18	432.00	72.00	360.00	109135	6000
CJL Fenwick	Large bin liners	444.00	74.00	370.00	109136	7100
CJL Fenwick	Skatepark repairs	234.00	39.00	195.00	109136	7190
JT Dove Ltd	Cement	28.20	4.70	23.50	109137	7330
Jewson Ltd	Plywood for flowerboxes	31.30	5.22	26.08	109138	7110
Jewson Ltd	Nails for flowerboxes	13.20	2.20	11.00	109138	7110
Jewson Ltd	Bungee cords	8.32	1.39	6.93	109138	7330
Jewson Ltd	Tarmac	52.71	8.79	43.92	109138	7330
Lloyd Ltd	Grasscutter cover	74.32	12.39	61.93	BACS	7320
Lloyd Ltd	Tractor lamp and mirror	141.11	23.52	117.59	BACS	7320
Lloyd Ltd	Strimmer adaptor bolt and head	18.26	3.05	15.21	BACS	7320
David Dixon Garden Machinery	Brushcutter, strimmer and grasscutter items	316.03	52.66	263.37	109139	7320
David Dixon Garden Machinery	Roundup	100.00	16.67	83.33	109139	7320
TOTALS		35097.04	1893.96	33203.08		

HEXHAM TOWN COUNCIL
MAYOR'S ALLOWANCE – ACCOUNTS FOR PAYMENT 14 MAY 2018

Payee	Detail	Amount	VAT	Net	Cheque number	Ref.
Balance b/f				1232.79		
Tynedale Fine Art Products	Town Twinning Gift	60.00	0	60.00	Visa	5080
Hexham Abbey Gift Shop	Town Twinning Gifts	18.50	0	18.50	Visa	5080
Tynedale Hospice at Home	Donation	250.00	0	250.00	109140	5080
Royal British Legion	Donation	50.00	0	50.00	109141	5080
Balance fwd				854.29		

HEXHAM TOWN COUNCIL – INCOME – APRIL 2018

Credit from	Detail	Amount	Invoice reference	Date	Ref.
Various	Cemetery charges	184.00	HD2018/23	100418	4010
NCC	Precept 1 of 2	159000.00		110418	4020
NCC	Cemetery double tax charge refund 2017/18	1071.00		160418	4020
Various	Cemetery charges	485.00	HDW2018/25	190418	4010
Various	Cemetery charges	1375.00	HD2018/26	230418	4010
NIG Insurance	Insurance payment for Mazda Pick Up	2300.00		230418	7315
NIG Insurance	Insurance payment for swing seat	1210.00		230418	7210
NCC	S106 funding for the refurbishment of the Sele play area	38406.60		250418	5094
Various	Cemetery charges	310.00	HDW2018/27	250418	4010
TOTAL		204341.60			

Hexham Neighbourhood Plan 2018/19

(As at 30 April 2018)

Budget	Expense (net)	Detail	Date	Cheque No.	Balance
£5000.00					£5000.00
	£342.20	Consultation Notices in the Hexham Courant	16 & 23/3/18 – invoice received 3/4/18	109115	£4657.80
	£1057.50	Planning Consultant fee	30/9/17-16/3/18	109120	£3600.30
	£110.74	Accent Distribution Services - consultation responses delivered with Hex-Press	Invoice received 5/4/18	BACS	£3489.56
	£280.00	Robson Print – response forms	Invoice received 6/4/18	BACS	£3209.56
	£9.79	Laminating pouches	Tesco 8/4/18	109121	£3199.77

HEXHAM TOWN COUNCIL
Unspent Budgets in 2017/2018

On 17 April 2018 the Finance & General Purposes Committee considered a report on 2017/2018 budgets and it was agreed to carry over some underspent budgets (minute 457 refers).

The Council is recommended to approve the following:

- a. In order to increase the Contingency budget, add the underspend sum from the 2017/2018 budget of £22,800.00 to the agreed 2018/2019 budget of £14,000.00 to make a total of £36,800.00.
- b. In order to increase the Tourism Support Fund budget, add the underspend sum from the 2017/2018 budget of £7,800.00 to the agreed 2018/2019 budget of £10,000.00 to make a total of £17,800.00.
- c. In order to increase the Machines/Equipment – Renew/Replace budget, add the underspend sum from the 2017/2018 budget of £16,000.00 to the agreed 2018/2019 budget of £20,000.00 to make a total of £36,000.00.
- d. In order to increase the Newsletter budget, add the underspend sum from the 2017/2018 budget of £700.00 to the agreed 2018/2019 budget of £1200.00 to make a total of £1900.00.

Jane Kevan
Town Clerk
May 2018

HEXHAM TOWN COUNCIL
General Data Protection Regulation (GDPR)

The law relating to data protection will change to the GDPR on 25 May 2018.

However, the Bill is still going through Parliament with further detailed amendments to come and the exact nature of Town and Parish Councils' obligations remain unclear.

For instance, there has been doubt about whether or not a Clerk can also be the newly required Data Protection Officer (DPO). A proposed amendment tabled by the Government in late April seems to be removing the need for Parish, Town and Community Councils to appoint a DPO but this is to be confirmed.

The National Association of Local Councils (NALC) is in close contact with the Information Commissioner's Office which advises the legal changes are seen as a process and, for now, expects Local Councils to be starting the process and demonstrating their commitment.

NALC has produced a toolkit with an action plan and templates for Local Councils. The Council must consider:

- What personal data is held (examples are on staff, Councillors, residents, contractors, community organisations, and relating to allotments and the cemetery)
- The lawful basis for holding personal data (why it is held, is it a legal obligation, is there a contract or privacy notice relating to the subject)
- Consent (does any contract demonstrate all necessary consents?)
- Sharing personal data
- Internal processes (who is responsible, how often is it checked, how long is it kept, where is it held, what password or other protection is there)
- Any further action needed.

A draft data audit schedule for the Council is attached.

The Northumberland branch of NALC will be arranging training on GDPR and the Council is recommended to note preparations being made for compliance with the GDPR requirements and agree the draft audit schedule.

Jane Kevan
Town Clerk
May 2018

Hexham Town Council
14 May 2018
Full Proposal from Councillor Ball

The Town Council wishes to support the endeavours of Hexham Community Centre in ensuring the continued tenancy of the Citizens Advice Bureau in Hexham. It is aware the current tenancy agreement expires in March 2019. The Town Council recognises the work done by the CAB and will make every available effort in its continuous service as a community asset to Hexham.

The Town Council recognises the importance of a properly conceived and publically consulted housing project on the site of the old swimming baths on Gilesgate. It acknowledges the desire of the Community Centre to be directly consulted with on any future development of the site. The Town Council will endeavor to bring the property developer of the site and the Community Centre trustees together to discuss the developers' proposals before they go to Planning.

The Town Council acknowledges the Community Centre's concerns about the increased traffic and importantly the speed of traffic, despite lower speed limits, outside the Community Centre. It appreciates the usage demographics of the Centre including a high proportion of elderly people, toddlers and children. As a consequence, it agrees to work with the Community Centre to increase the level of public and road safety outside the Centre. It is recognised that this will form part of the Town Centre redevelopment plan.