

HEXHAM TOWN COUNCIL

I HEREBY GIVE YOU NOTICE that a meeting of the Council will be held at Hexham House, Gilesgate, Hexham NE46 3NH on Monday 3 December 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 November 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. Presentation from Neil Brown, Northumberland County Council's Market Manager, on the Markets Strategy.
9. To agree Council meeting dates in 2019: 14th January, 11th February, 11th March, 8th April, 13th May (Annual Meeting of the Council), 10th June, 8th July, 5th August, 9th September, 14th October, 11th November, 9th December.
10. To consider any correspondence received.
11. 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 November 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

Hagenda1218

HEXHAM TOWN COUNCIL

MINUTES OF THE ANNUAL TOWN COUNCIL MEETING HELD ON 5 NOVEMBER 2018

7180.	<p>PUBLIC QUESTIONS: BENSON'S MONUMENT: A local resident advised that he was researching who owns this and that the War Memorials Trust stated it had been inspected on 12 June 2017 when its condition was listed as fair. RECORDING OF MEETING. It was noted that the meeting was being recorded for www.hexhamtv.com.</p>
7181.	<p>NOVEMBER COUNCIL MEETING: Councillor T G E Gillanders, the Town Mayor, then opened the Council meeting. Present were Councillors J Ord, T Cessford, C Hanley, S Ball, T Pearson, J V R Hare, D Kennedy and T Dodds.</p>
7182.	<p>APOLOGIES FOR ABSENCE were given on behalf of Councillors R Hull, J M Graham, C R Homer, D Bell and E Green.</p>
7183.	<p>LOCAL COUNCIL FOUNDATION AWARD: This was presented by Stephen Rickitt, Northumberland Association of Local Councils' Chief Officer, and Councillor Alex Wallace, Chairman of the County Committee.</p>
7184.	<p>MINUTES: The minutes of the Town Council meeting held on 1 October 2018, having been circulated, were AGREED.</p>
7185.	<p>MATTERS ARISING: It was AGREED that Councillor Kennedy will forward his letter sent to Royal Mail regarding the replacement of stolen post boxes to the Clerk so that the Council will also write.</p>
7186.	<p>MAYOR'S ANNOUNCEMENTS. For information Councillor Gillanders advised the meeting:</p> <ul style="list-style-type: none">a. SKATEPARK. The notice advising of the rules and other information was stolen at the weekend. If not found, the Town Council will have to arrange and pay for a replacement.b. JOINT COUNCILS CONFERENCE. He had gone to this event at Morpeth on 11 October and found it well worthwhile.c. GATEWAY INTO THE COMMUNITY. On 30 October he had the pleasure of purchasing and handing over three very large beanbags to be used by this organisation.d. REMEMBRANCE EVENTS. The War Graves Remembrance Ceremony will take place from 10.15am on Saturday 10 November at the Cemetery and the Remembrance Day parade event will start with Hexham Brass Band playing from 10.10am. He also noted that knitted poppies will be displayed in Beaumont Street and that the Council had purchased a WW1 "Tommy There But Not There" silhouette which was currently on the mini roundabout by Rotary Way.e. CHRISTMAS LIGHTS SWITCH-ON EVENT. This will be on 23 November, starting with the Hexham Middle School Orchestra playing at the bandstand from 4.15pm. The countdown for the switch-on will be at 5.00pm with a separate countdown 5-10 minutes later for the tree.

7187.	DECLARATIONS OF INTEREST: There were no declarations of interest.
7188.	ACCOUNTS FOR PAYMENT: It was AGREED to authorise payments in accordance with the list that had been circulated and attached to the agenda.
7189.	MARKETS STRATEGY: It was NOTED that the Market Manager had sent his apologies and that his presentation will be heard at a later date.
7190.	DISCIPLINARY POLICY: This policy was AGREED.
7191.	SUSTAINABILITY POLICY: This policy was AGREED.
7192.	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. HEXHAM HOLIDAY CLUB: It was noted that a thank you letter had been received for the Town Council's donation which had supported their 2018 mission. b. TEMPORARY ROAD CLOSURES: It was noted that Councillors had been circulated information on the road closure for resurfacing work at Elvaston Park Road and the postponed closure regarding West Road/Leazes Crescent. c. WEST NORTHUMBERLAND VCS NETWORK MEETING: It was noted that Councillors had been advised of this meeting on 13 November at Prior's Hall, Hexham Abbey. d. REQUIEM MASS: It was noted that Councillors had been advised of an invitation to attend a service at St Mary's Catholic Church on 14 November at 7.00pm.
7193.	NORTHUMBERLAND COUNTY COUNCIL COMMUNITY CHEST: Councillor Cessford noted there is still some funding available under this scheme. If any properly constituted local organisation wishes to apply they should contact him or Iain Hedley at County Hall.
7194.	BELLMAN/TOWN CRIER: Councillor Ball advised that, following a meeting of the Community Engagement Committee, he has been investigating this role. There are none currently in Northumberland and he will be contacting the Courant regarding auditions for Hexham. It was AGREED this will be an opportunity to sell the town, and have an unusual type of ambassador to fit in with the local cultural heritage and provide another visitor attraction. Councillor Hanley also noted that the most recent edition of the Hexham History Society's magazine includes an article on the history of Bellmen in Hexham.
7195.	NEXT MEETING: The next meeting of the Council will be held on 3 December 2018 at 6.45pm at Hexham House, Hexham.

Chairman

Signed as a correct record of the minutes of the Town Council meeting held on 5 November 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 3 DECEMBER 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 (October)	62.00	0	62.00	DD	5060
Malthurst Ltd	Diesel (November)	179.15	29.86	149.29	Visa	7310
EE & T Mobile	Accounts (November)	44.95	7.49	37.46	DD	5010
Onecom Limited	Phone and broadband (November)	76.90	12.82	64.08	DD	5010
Ford Lease	Monthly payment for Transit Tipper	366.00	61.00	305.00	DD	7315
NCC (wages and PAYE)	November	10210.84	0	10210.84	BACS	6020
NCC (pension fund)	November	1821.82	0	1821.82	BACS	6030
NCC (payroll admin fee)	5 payslips @ £4.167 (November)	25.01	4.17	20.84	BACS	6020
Opus Energy Limited	Abbey Floodlights	65.47	3.12	62.35	DD	7450
SLCC	Annual Society membership fee	283.00	0	283.00	Visa	6095
ALCC	Annual Association membership fee	30.00	0	30.00	Visa	6095
Philip Sewell	Milk account	50.40	0	50.40	BACS	6010
Hexham Brass Band	Remembrance Day	200.00	0	200.00	109209	7800
Sue Dunne	N/Piper fee for R Day	50.00	0	50.00	109210	7800
Peter Hawkins	S/Piper fee for R Day	50.00	0	50.00	109211	7800
Purdy's Skip Hire	Skip at Quatre Bras allotments	252.00	42.00	210.00	BACS	7020
Purdy's Skip Hire	Skip at Cemetery	252.00	42.00	210.00	BACS	7330
Distco Ltd t/a Accent Distribution Services	Hex-Press Distribution	199.33	33.22	166.11	BACS	7840

JS Hubbuck Ltd	Wire, etc for fence at QB allotments	78.30	13.05	65.25	Visa	7020
Eventbrite	Social media workshop (R Hull)	20.00	0	20.00	Visa	6080
Beales	Bandstand keys	10.00	1.67	8.33	Visa	7330
Post Office	Stamps	20.88	0	20.88	Visa	5020
Darlington Borough Council	Winter bedding, bulbs and compost	1967.98	328.00	1639.98	Visa	7120
The Beaumont t/a Laba & Davy Ltd	R Day buffet (food)	645.00	107.50	537.50	BACS	7800
WCF Fuels	Diesel oil	685.13	32.63	652.50	BACS	7310
Blue Attic Audio	Sound Engineer for R Day	50.00	0	50.00	BACS	7800
Tesco	Fruit and sweets for Christmas lights switch-on	23.50	0	23.50	Visa	7065
Rickerby Ltd	Grease	49.20	8.20	41.00	BACS	7320
Jacksons Timber	Posts for fence at QB allotments	187.35	31.22	156.13	BACS	7020
Arco Limited	Protective clothing for Cemetery staff	530.47	88.42	442.05	Visa	7300
Newsquest	R Day Notice	218.40	36.40	182.00	BACS	7800
Newsquest	Poppy Appeal support Notice	96.00	16.00	80.00	BACS	7800
Lloyd Ltd	Kubota tractor service	694.82	115.80	579.02	BACS	7320
Lloyd Ltd	Husqvarna hydraulic filter	129.48	21.58	107.90	BACS	7320
Sunnett Balloons	Entertainer at Christmas lights switch-on	165.00	0	165.00	BACS	7065
Top Signs Limited	Sele play area plaque	42.00	7.00	35.00	109213	5094
David Dixon Garden Machinery	Cable Ties	20.06	3.35	16.71	109214	7800
David Dixon Garden Machinery	Billy Goat sweeper switch fault	48.00	8.00	40.00	109214	7320
Matthew Charlton	Bolt and washers for bins	6.43	1.07	5.36	109215	7100
Matthew Charlton	Scaffold board for QB allotments	38.38	6.40	31.98	109215	7020
TOTALS		19960.85	1064.57	18896.28		

HEXHAM TOWN COUNCIL
MAYOR'S ALLOWANCE – ACCOUNTS FOR PAYMENT 3 DECEMBER 2018

Payee	Detail	Amount	VAT	Net	Cheque number	Ref.
Balance b/f				2048.37		
Tynedale Hospice at Home	Donation	150.00	0	150.00	109212	5080
The Beaumont t/a Laba & Davy Ltd	R Day drinks	125.00	20.83	104.17	BACS	5080
Balance fwd				1794.20		

HEXHAM TOWN COUNCIL – INCOME – NOVEMBER 2018

Credit from	Detail	Amount	Invoice reference	Date	Ref.
Various	Cemetery charges	1950.00	HDW2018/75	011118	4010
Various	Allotment fees	390.00		021118	4000
Various	Allotment fees	270.00		081118	4000
Kids First Nurseries	Christmas Market fee	130.00		131118	4020
H McHugh	Christmas Market fee	130.00		131118	4020
Various	Cemetery charges	1400.00	HD2018/76	141118	4010
Various	Allotment fees	240.00		141118	4000
Twice Brewed Inn	Christmas Market fee	130.00		161118	4020
Various	Allotment fee	30.00		271118	4000
Various	Cemetery charges	1430.00	HD2018/77	271118	4010
TOTAL		6100.00			

Hexham Neighbourhood Plan 2018/19

(As at 30 November 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
£1540.00		Transfer of unspent 2017/18 budget (minute 7102 refers)	14/5/18		£4739.77
	£1006.25	Stacy Towler: support work	27/3-14/5/18	109146	£3733.52
	£167.29	Royal Mail Response Plus service	14/5/18	109147	£3566.23
	£5.04	Royal Mail Response Plus service	18/6/18	109169	£3561.19
£2000.00		Grant from Groundwork UK	6/7/18		£5561.19
	£1400.00	Planning Consultant fee	13/3-24/7/18	109182	£4161.19
	£2000.00	Planning Consultant fee	5 days in August	109194	£2161.19
	£99.40	Courant notice	20/9/18	BACS	£2061.79
	£170.10	Revised Courant notice	4/10/18	BACS	£1891.69