

## 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 11 March 2019 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 11 February 2019, 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. To agree exclusion of the public during consideration of agenda item 9.
9. To consider nominations for the Steward and Bailiff Award 2018.
10. To note the draft minutes (attached) of Committee meetings held in February.
11. To consider any correspondence received.
12. 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  
5 March 2019

Hexham Town Council  
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St Andrew's Cemetery  
West Road  
Hexham  
NE46 3RR

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Hagenda0319

## HEXHAM TOWN COUNCIL

### MINUTES OF THE TOWN COUNCIL MEETING HELD ON 11 FEBRUARY 2019

7227.	<p><b>PUBLIC QUESTIONS:</b></p> <p><b>MARKET PLACE:</b> A local resident advised of her concern about negativity in the Hexham Courant about the regeneration of the Market Place and advised of a “Pedestrian Pound” report that, together with a visit to Whitley Bay to see its public realm and new shops, she recommends.</p> <p>Another local resident asked, as there were originally four proposals with the most popular being pedestrianisation, why full pedestrianisation is not one of the final two options. Councillor Cessford advised that the former was consultation, but people are now being asked to vote for their favourite design. Full pedestrianisation is not a final option as there are complicated factors to consider. He noted the base structure of the designs means changes can be made in response to comments and can be easily adapted. He also advised County Council officers will be in the Queen’s Hall on 23 February for an extra consultation and to answer questions.</p> <p>A third local resident advised Whitley Bay and Hexham cannot be compared as the latter is not level. She is also concerned as the Stickyworld site crashes regularly and that the relocation of the bus station resulted in more cars in Hexham for some people to be able to access the town centre. She advised the trial closure of Hallstile Bank and the road closure for work on the old swimming pool indicates that people would not visit Hexham if the Market Place is pedestrianised.</p> <p><b>BENSON’S MONUMENT:</b> A local resident asked if there was any progress on this being cleaned. Councillor Kennedy advised he has asked the County Council and is waiting for a response.</p> <p><b>PUBLIC TOILETS:</b> A local resident asked if the Town Council was aware of any progress being made on improving these. The Chairman advised that there had been a misunderstanding and that no refurbishment is being planned but hopes Councillor Homer may be able to pursue disabled toilet provision with her links with the Hexham Hub.</p> <p><b>RECORDING OF MEETING.</b> It was noted that the meeting was being recorded for <a href="http://www.hexhamtv.com">www.hexhamtv.com</a>.</p>
7228.	<p><b>FEBRUARY COUNCIL MEETING:</b> Councillor T G E Gillanders, the Town Mayor, then opened the Council meeting. Present were Councillors T Cessford, J Ord, J M Graham, D Kennedy, C Hanley, S Ball, T Pearson, J V R Hare, T Dodds, D Bell and E Green.</p>
7229.	<p><b>APOLOGIES FOR ABSENCE</b> were given on behalf of Councillors R Hull and C R Homer.</p>
7230.	<p><b>MINUTES:</b> The minutes of the Town Council meeting held on 14 January 2019, having been circulated, were AGREED.</p>
7231.	<p><b>MATTERS ARISING:</b></p> <p>a) <b>FORMER SWIMMING POOL</b> (minute 7209 refers). Councillor Ball advised that the façade is being maintained, the height will remain as it currently is,</p>

	<p>there will be no demolition until planning permission allows it, and that rats are not perceived to be a concern.</p> <p>b) INTERGOVERNMENTAL PANEL ON CLIMATE CHANGE REPORT (minute 7209 refers). It was noted that a joint response with the County Council will be pursued. Councillor Ord also noted that the Sustainability Policy could be reviewed and a Committee given responsibility for it.</p>
7232.	<p>MAYOR'S ANNOUNCEMENTS. For information Councillor Gillanders advised the meeting:</p> <p>a. NEW HEXHAM ACADEMIES DEVELOPMENT. He had attended a drop-in session at the High School on 7 February to see plans on the new schools. It was noted three other Councillors had also attended.</p> <p>b. BRADLEY HALL ESTATE AGENCY. He had been pleased to open these new premises on Battle Hill.</p> <p>c. MARKET PLACE CONSULTATION: He noted the voting has been extended to 3 March and that a card relating to this is being delivered to each house in Hexham.</p> <p>d. FOUNDATION FOR LIVING WAGE: He advised that this had been considered by the Council's Finance &amp; General Purposes Committee and that all Town Council employees are paid more. It was agreed that the Council supports the principles but that it was not appropriate to join the Foundation.</p> <p>e. STREET LIGHTS: He noted that the County Council has advised that all conversions will be completed by the end of April. He would like all Councillors to advise the Clerk of any still missing. Councillor Kennedy advised each lamppost has a reference number on it.</p>
7233.	<p>DECLARATIONS OF INTEREST: There were no declarations of interest.</p>
7234.	<p>ACCOUNTS FOR PAYMENT: It was AGREED to authorise payments in accordance with the list that had been circulated and attached to the agenda.</p>
7235.	<p>QUEEN'S HALL: Katy Taylor, Artistic Director/Chief Executive, advised that she started working at the Queen's Hall on 1 June 2018 and had previously worked at The Witham, Barnard Castle. The Queen's Hall is a beautiful building and a solid organisation at the heart of Hexham. Her three aims are for the Queen's Hall to be outward looking, sustainable and inclusive. Part of this is a bigger, town-wide picture. She noted that 1200 tickets had been sold in the last four days for a real range of events: this is a 25% increase on ticket sales compared to this time of year in 2018 or 2017. She is looking to launch a cultural partnership; have quarterly open meetings; and relaunch the Hexham Gathering/link with The Sage for a five year plan. Ms Taylor advised she thinks you can share resources and as an example is currently working with people from Alnwick. Once or twice a year she hopes to have in-house productions as an opportunity for young people to create their own work. Other initiatives include the first "pay what you decide" event last year, to be repeated this season, and looking to make family tickets available at the local food banks.</p> <p>In answer to questions, she advised she will consider if a pedestrian crossing would be helpful; that providing a bar and selling ice cream became in-house last year but that the café is busy and a permanent arrangement; and that there is a</p>

	fantastic relationship with schools but they are still looking to improve. Regarding sustainability, she advised about a third of income is from ticket sales, approaching a third from Arts Council and County Council grants, and the rest from tenants, private hire, etc. This will change as the bar income increases, etc. Councillor Cessford noted the Queen's Hall is going from strength to strength and Ms Taylor advised any Councillor was welcome to email her if they have any further questions.
7236.	FUNDING POLICY: It was AGREED to adopt this policy.
7237.	DRAFT COMMITTEE MINUTES: The draft minutes for meetings of the Planning & Infrastructure Committee, Finance & General Purposes Committee and Community Engagement Committee meetings held in January 2019 were NOTED.
7238.	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"> <li>a. YARRIDGE ROAD: It was noted that Councillors had been circulated information on a temporary traffic regulation order expected to take effect in March and April.</li> <li>b. NORTHUMBERLAND DRAFT LOCAL PLAN: It was noted that Councillors had been circulated information on presentations being made at this month's Local Area Council meetings.</li> </ol>
7239.	STOLEN POSTBOXES: Councillor Kennedy advised, five months after the thefts, that he is continuing to try and get a satisfactory response from the Royal Mail on this issue.
7240.	HEXHAM PARKRUN: It was noted that this new Parkrun, at Tyne Green, is scheduled to start in early/mid-April.
7241.	NEXT MEETING: The next meeting of the Council will be held on 11 March 2019 at 6.45pm at Hexham House, Hexham.

Chairman .....

Signed as a correct record of the minutes of the meeting held on 11 February 2019.

## **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 11 MARCH 2019**

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

<b>Payee</b>	<b>Detail</b>	<b>Amount</b>	<b>VAT</b>	<b>Net</b>	<b>Cheque number</b>	<b>Ref.</b>
Safe and Secure 24	Alarm systems 24 hour monitoring	15.60	2.60	13.00	DD	7380
HSBC	Bank charges (January)	21.78	0	21.78	DD	5060
Malthurst Ltd	Diesel (February)	166.29	27.72	138.57	Visa	7310
EE & T Mobile	Accounts (February)	44.95	7.49	37.46	DD	5010
Onecom Limited	Phone and broadband (February)	76.31	12.72	63.59	DD	5010
Ford Lease	Monthly payment for Transit Tipper	366.00	61.00	305.00	DD	7315
Opus Energy Limited	Abbey Floodlights	86.44	4.12	82.32	DD	7450
Zappar Limited	February subscription for the salmon app service	108.00	18.00	90.00	Visa	6066
Adapt (North East)	Annual membership	15.00	0	15.00	109224	7850
Philip Sewell	Milk	33.60	0	33.60	BACS	6010
Broxap Limited	10 litter bin Stub It & Bin It plates	120.00	20.00	100.00	BACS	7100
BW Electrical Solutions Ltd	Abbey floodlights work	1744.80	290.80	1454.00	BACS	7450
ITC Digital	50% deposit payment for new website	1200.00	200.00	1000.00	BACS	7830
Matthew Charlton	Tarpaulin for Cemetery soilbox	9.13	1.52	7.61	BACS	7330
Matthew Charlton	Cement	62.28	10.38	51.90	BACS	7380
Post Office	Postage/stamps	22.28	0	22.28	Visa	5020
New Row Farm Nurseries	Bare root roses	49.50	8.25	41.25	Visa	7120
Hexham Community Partnership	"Town Hosts" training funding	900.00	0	900.00	BACS	6096
Distco Ltd t/a Accent Distribution Services	Delivery of Market Place voting flyers	199.33	33.22	166.11	BACS	5500

Jacksons Timber	Pegs and rails for Cemetery path	299.95	49.99	249.96	BACS	7380
Robson Print Limited	Spring reception invitations	86.40	14.40	72.00	BACS	7070
Trees Please Ltd	Trees and stakes	92.16	15.36	76.80	Visa	7330
Team Sport & Play Ltd	Deposit payment for Wetpour work at Dene Park play area	3019.20	503.20	2516.00	BACS	5094
J & J Stanley Ltd	Skips at QB allotments (11/18 & 2/19)	504.00	84.00	420.00	BACS	7020
J & J Stanley Ltd	Skips at Cemetery	252.00	42.00	210.00	BACS	7330
Matthew Charlton	Tarmac for Cemetery path	131.76	21.96	109.80	BACS	7380
Matthew Charlton	Nails	32.33	5.39	26.94	BACS	7380
David Dixon Garden Machinery	Hedge trimmer work	25.00	4.17	20.83	BACS	7320
TOTALS		9684.09	1438.29	8245.80		

**HEXHAM TOWN COUNCIL**  
**MAYOR'S ALLOWANCE – ACCOUNTS FOR PAYMENT 11 MARCH 2019**

<b>Payee</b>	<b>Detail</b>	<b>Amount</b>	<b>VAT</b>	<b>Net</b>	<b>Cheque number</b>	<b>Ref.</b>
Balance b/f				1200.40		
Cogito Books	Bunting/installation balance	159.59	0	159.59	109225	5080
Balance fwd				1040.81		

**HEXHAM TOWN COUNCIL – INCOME – FEBRUARY 2019**

<b>Credit from</b>	<b>Detail</b>	<b>Amount</b>	<b>Invoice reference</b>	<b>Date</b>	<b>Ref.</b>
Various	Cemetery charges	485.00	HD2018/81a	070219	4010
Various	Cemetery charges	605.00	HD2019/10	120219	4010
Various	Cemetery charges	1950.00	HDW2019/11	140219	4010
Various	Cemetery charges	310.00	HDW2019/12	140219	4010
QB45a	Allotment rent	30.00		200219	4000
Various	Cemetery charges	605.00	HD2019/13	210219	4010
Various	Cemetery charges	310.00	HD2019/15	260219	4010
<b>TOTAL</b>		<b>4295.00</b>			



## Hexham Neighbourhood Plan 2018/19

(As at 28 February 2019)

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
	£1800.00	Planning Consultant fee	21/12/18	BACS	£91.69
	£1.46	Royal Mail Response Plus service	21/1/19	BACS	£90.23

## HEXHAM TOWN COUNCIL

### DRAFT MINUTES OF COMMITTEE MEETINGS HELD IN FEBRUARY 2019

#### DRAFT MINUTES OF THE TOWN COUNCIL PLANNING AND INFRASTRUCTURE COMMITTEE MEETING HELD ON 12 FEBRUARY 2019

1045.	PRESENT: Councillor T G E Gillanders in the Chair and Councillors J Ord, Mrs D Bell and Mrs C Hanley.
1046.	APOLOGIES FOR ABSENCE were received from Councillors J V R Hare, R Hull and E Green.
1047.	MINUTES of the Committee meeting held 29 January 2019, having been circulated, were AGREED.
1048.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"><li>a) PROSPECT HOUSE (minute 1036c and action log refers). It was noted that Cockerton Green Developments Limited has advised its next board meeting is on 27 February, the Council's concerns will be raised and the Clerk will be kept updated.</li><li>b) HYDROGEO LTD (minute 1040 and action log refers). It was noted that the company is progressing with the Tier 1 assessment for the Cemetery and will then advise if a Tier 2 is required.</li><li>c) NORTHUMBERLAND LOCAL PLAN (minute 1042 and action log refers). It was AGREED to defer consideration of this until Councillors had attended a presentation on the plan later that day.</li><li>d) STUB IT PLATES (minute 1043 and action log refers). It was noted these have been received and one will be fitted if possible to the bin on Beaumont Street.</li></ul>
1049.	DECLARATIONS OF INTEREST: There were no declarations of interest.
1050.	PLANNING APPLICATIONS: It was AGREED there was no objections to or comments on the applications received in accordance with the list circulated and attached to the agenda, except for 19/00277/FUL (land north east of Tesco) where it was AGREED not to object subject to Highways approval and to request the work complies with the Government's National Pollinator Strategy 2014-2024.
1051.	PROTECTION OF BEES: Jonathan Storey, Honorary Secretary of Hexham Beekeepers Association, advised the Committee of the Association's history and work. He recommended the RHS website for advice on insect friendly practices and suggested trialing a test area for wildflowers. He noted a variety of flowers is good for all bees, which forage up to three miles from their base. The Association also promotes organic pest control and, if bees are kept at the Cemetery, recommend keepers provide a copy of their insurance and demonstrate a commitment to regular checks particularly in

	the swarming season (May/June). It was AGREED to consider related Youtube links to be forwarded to the Committee and consider this further at the next meeting.
1052.	PROPOSED DIVERSION AT THE OLD SWIMMING BATHS: This was considered and it was AGREED not to object, subject to moving the pedestrian crossing to the end of the proposed footpath and the footpath being sympathetically lit.
1053.	LITTER BINS ON CORBRIDGE ROAD: A request from a local resident for more bins was considered and it was AGREED to defer this until a visit could be made to look at current provision.
1054.	NEXT MEETING: It was AGREED the next Committee meeting will be held on Monday 25 February 2019 at 5.30pm in the Council Office, St Andrew's Cemetery, Hexham.

**Action Log**

Consider the Northumberland Local Plan: Publication Draft Plan (minute 1048c)	All Committee Members
Fit a "Stub it" plate if possible to the Beaumont Street bin (minute 1048d)	Operations Manager
Put the protection of bees on the next agenda (minute 1051)	Clerk
Look at bin provision on Corbridge Road (minute 1053)	Clerk/Operations Manager/All

Chairman.....

**DRAFT MINUTES OF THE TOWN COUNCIL PLANNING AND  
INFRASTRUCTURE COMMITTEE MEETING HELD ON 25 FEBRUARY 2019**

1055.	PRESENT: Councillor J V R Hare in the Chair and Councillors T G E Gillanders, R Hull, J Ord, Mrs D Bell and Mrs C Hanley.
1056.	No APOLOGIES FOR ABSENCE were received.
1057.	MINUTES of the Committee meeting held 12 February 2019, having been circulated, were AGREED.
1058.	MATTERS ARISING: a) NORTHUMBERLAND LOCAL PLAN (minute 1048c and action log refers). It was AGREED that the Council had no comments to make as to the legal compliance or soundness or compliance with the Duty to Cooperate of the Regulation 19 Draft Plan and would respond on this basis. b) STUB IT PLATES (minute 1048d and action log refers). It was noted that the bin on Beaumont Street already has one of these.
1059.	DECLARATIONS OF INTEREST: There were no declarations of interest.
1060.	PLANNING APPLICATIONS: It was AGREED there was no objections to or comments on the applications received in accordance with the list circulated and attached to the agenda, and also regarding 19/00564/FUL (land south of Red Lion House, Corbridge Road).
1061.	PROTECTION OF BEES AND OTHER WILDLIFE: It was AGREED that Councillor Ord will draft an action plan and consider setting up a working group to consider this further.
1062.	LITTER BINS ON CORBRIDGE ROAD: It was AGREED that there is adequate provision.
1063.	PHONE SYSTEM, CALL CHARGES AND BROADBAND: It was AGREED to accept the proposal and quote from Chaser Communications.
1064.	WITHDRAWN APPLICATIONS: It was NOTED that applications in respect of 1A Battle Hill and land west of Pinehurst, Allendale Road had both been withdrawn at the applicant's request.
1065.	LITTER BIN REQUESTS: It was AGREED to provide a bin at the top of Wanless Lane, arrange for the current bin to be removed from the lamppost there and for it to be relocated outside No 28 (the Hub); order three new bins; and look at West View Terrace to consider where a bin may be placed.
1066.	RESIDENTS' PARKING: It was NOTED that there is a lack of residents' parking provision in the centre of the town.

1067.	A69: It was NOTED that preparatory work has started on the Hexham roundabout and that there is a need for signage on this.
1068.	TRAFFIC LIGHTS ON BATTLE HILL: It was NOTED that the traffic lights by the Community Church are not working.
1069.	NEXT MEETING: It was AGREED that the next Committee meeting will be held at a time and on a date to be advised in the Council Office, St Andrew's Cemetery, Hexham.

**Action Log**

Respond to the Northumberland Local Plan consultation (minute 1058a)	Clerk
Consider a working group and other action on the protection of bees and other wildlife (minute 1061)	Councillor Ord
Contact Chaser Communications (but delay any change until the Clerk returns from sick leave) (minute 1063)	Clerk
Complete the litter bin actions (minute 1065)	Clerk/Operations Manager
Report the failed traffic lights (minute 1068)	Clerk

Chairman.....