

HEXHAM TOWN COUNCIL

I HEREBY GIVE NOTICE THAT a meeting of the Hexham Town Council Community Engagement Committee will be held in the Council Office, St Andrew's Cemetery, West Road, Hexham on Tuesday 3 September 2019 at 6.30pm when the following matters will be considered:

A G E N D A

1. Apologies for absence.
2. To receive minutes of the Community Engagement Committee meeting held 17 July 2019, enclosed.
3. Matters arising (if any).
4. Councillors' declarations of interest (see enclosed).
5. To consider social media.
6. To consider proposals for the new website.
7. To consider Local Democracy Week.
8. To consider the Hex-press.
9. To agree a date and time for the next meeting.
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 Clerk before the meeting begins*).



Jane Kevan
Town Clerk
28 August 2019

Hexham Town Council
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St Andrew's Cemetery
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Hexham
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Hagenda0919CommunityEngagement

HEXHAM TOWN COUNCIL

MINUTES OF THE COMMUNITY ENGAGEMENT COMMITTEE MEETING HELD ON 17 JULY 2019

516.	PRESENT: Councillor T Pearson in the Chair and Councillors R Hull, S Ball, T Cessford and J Ord.
517.	APOLOGIES FOR ABSENCE were received from Councillors T Dodds and T G E Gillanders.
518.	MINUTES of the meeting held on 24 June 2019, having been circulated, were AGREED.
519.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none">a. HEXHAM BELLMAN (minute 508a and action log refers). Councillor Ball advised that he and Councillor Hanley were expecting the final drawings and costs shortly and would bring them to the Committee for comments. It was AGREED that the launch date for the competition will be decided after the designs are finalised.b. REMEMBRANCE DAY SUB-COMMITTEE MEMBERS (minute 504 refers). It was noted that this should include Councillor Hanley.c. HEXHAM MARKET (minute 506 refers). The idea of an arts and crafts market day on Saturdays was discussed. It was AGREED that a press release encouraging more market days and use of the bandstand is appropriate. It was also AGREED that Hexham Community Partnership should be informed that the Market Place is available for events and that proposals will be welcomed.d. PUBLICISE THE WINTER LIGHTS (minute 508e and action log refers). It was noted that 29 November 2019 is the date for the Christmas lights switch on event. It was AGREED that an earlier date rebranded as 'Winter Lights' and without a ceremony should take place. It was AGREED that the Clerk will arrange for the lights to be checked and set up so they turn off in the day. It was also AGREED that the Clerk will contact Hexham Middle School to ask if they will be singing in this years' Christmas light switch on event. The possibility of a public carol singing activity was discussed and will be considered once Hexham Middle School has responded.e. VE DAY 75TH ANNIVERSARY CELEBRATION (minute 514c and action log refers). It was AGREED to have a 1940's themed day, branded as a "Picnic in the Park" with fancy dress and prizes for the best dressed on Sunday 10 May 2020. It was further AGREED that Councillor Hull will contact Hexham Abbey about their VE Day plans. It was agreed that Councillor Ball would look into 1940s music to be played at the event.

	<p>f. TYNE GREEN SPORTS EQUIPMENT OPENING (minute 514b and action log refers). It was noted that the formal opening will be held on Saturday 20 July 2019. The special guest is Jo Foster. It was noted that the Hexham Courant will not attend and it was AGREED that Councillor Ball will take photos to send to the Hexham Courant. It was noted that the Clerk has sent out invitations to all relevant community organisations.</p>
520.	<p>DECLARATIONS OF INTEREST: No declarations of interest were made.</p>
521.	<p>CLIMATE ISSUES: It was noted that the working group report on how the Council could implement its sustainability policy (including climate issues) had been circulated to committee members and would be considered by the P&I Committee which had commissioned it. It was further noted that the County Council has declared a climate emergency and the Town Council's position on doing the same was discussed. It was AGREED that this issue should be referred to the P&I Committee. It was considered it would then be useful to organise a half day meeting of all Councillors on this issue to consider how to move forward. It was AGREED on a suggestion from Councillor Cessford that a senior officer from NCC should look at the report from the working group to consider what actions were already being undertaken by NCC. It was also noted that a Plastic Free representative was likely to ask a question at the next Full Council meeting.</p>
522.	<p>LOVE NORTHUMBERLAND AWARDS 2019: No nominations were suggested by the Committee. It was AGREED that the Clerk should pass on information to relevant organisations.</p>
523.	<p>NEW WEBSITE: It was AGREED that the Clerk will recirculate the link to the new draft website to all Councillors and that any comments should be sent by the first week in August. It was further AGREED to discuss regarding the website in at the next committee meeting in September, set up the necessary training in August, and for the new website to become active in early September.</p>
524.	<p>EGGER: It was noted that Councillors Hull and Ball had met with representatives of Egger regarding the company's involvement in the community. It was noted that Egger would like to be seen as "good neighbours" and that six-monthly liaison meetings would be organised.</p>
525.	<p>QEHS: It was noted that Councillors Hull and Ball had met with Graeme Atkins who would welcome the opportunity to explain the plans for the new school buildings to the Council once the plans are complete. It was AGREED to invite him to the September meeting of the Full Council if the plans are ready by then. Plans to create a Youth Council had also been welcomed and it was AGREED for Councillor Hull to propose the format and agenda of the new Youth Council and bring this back to the</p>

	Committee when a small group from the Committee can meet and consider this further.
526.	LOCAL DEMOCRACY WEEK: It was AGREED to put this on the agenda of the next meeting.
527.	HEX-PRESS: It was noted that the next edition, with a new format, will be published in early September. Councillors are requested to submit possible material on HTC activities for inclusion to Councillors Ord, Pearson and Hull by 23 August. It was AGREED to discuss topics for the Hex-Press at every Community Engagement Committee meeting.
528.	HEXHAM HALF MARATHON: It was noted that there had been residents' concerns regarding the 2019 event and it was AGREED that Councillor Cessford would contact the event organiser, Greg Urwin.
529.	NEXT MEETING: It was AGREED that the next Committee meeting will be held on Wednesday 3 September 2019 at 6.30pm in the Council Office, St Andrew's Cemetery, Hexham.

Action Log

Note a Deep Clean as a new possible annual budget (minute 508b refers)	Clerk and Councillor Pearson
Place social media on the Sept agenda (minute 508f refers)	Clerk
Prepare a press release and contact HCP regarding the Market Place and bandstand (minute 519c refers)	Clerk
Arrange for the winter lights and contact HMS (minute 519d refers)	Clerk
Arrange the VE Day anniversary event and contact Hexham Abbey (minute 519e)	Clerk, Councillors Ball and Hull
Send photos to the Courant (minute 519f)	Councillor Ball
Refer the working group report on sustainability to the P&I Committee (minute 521 refers). NCC officer to be asked to look at report to identify actions already being undertaken by NCC	Clerk Councillor Cessford
Pass on Love N'land Awards info (minute 522 refers)	Clerk
Consider the website (minute 523 refers)	Clerk/All
Invite Graeme Atkins to the September Full Council meeting (minute 525 refers) if plans ready by September. Small group to consider format of a youth council	Clerk Councillors Hull, Ball.....
Put Local Democracy Week on the next agenda (minute 526 refers)	Clerk
Put Hex-Press on every agenda (minute 527 refers)	Clerk
Meet regarding the half marathon (minute 528 refers)	Councillor Cessford

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.