

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 4 September 2017 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 7 August 2017, enclosed.
4. Matters arising, if any.
5. Mayor's announcements.
6. Declarations of interest (see enclosed).
7. To agree accounts for payment (list enclosed).
8. To consider proposals regarding level crossings in Hexham (as presented at the Full Council meeting on 7 August and circulated to all Councillors on 29 August).
9. Local Transport Plan 2018-19 – to agree the Council's top three priority issues (details circulated to Councillors on 20 July 2017).
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
29 August 2017

Hexham Town Council
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Hagenda0917

HEXHAM TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL MEETING HELD ON 7 AUGUST 2017

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| 6947. | <p>PUBLIC QUESTIONS: PARKING. A resident noted the importance of addressing parking in Hexham, particularly with the opening of Hexham House. A pending survey by Northumberland County Council was noted and Councillor Cessford advised of on-going meetings. RECORDING OF MEETING. The meeting was recorded for Hexhamtv (www.hexhamtv.com).</p> |
| 6948. | <p>AUGUST COUNCIL MEETING: Councillor T G E Gillanders, the Town Mayor, then opened the Council meeting. Present were Councillors R Hull, Mrs C Hanley, T Cessford, S Ball, J M Graham and T Pearson.</p> |
| 6949. | <p>APOLOGIES FOR ABSENCE were received from Councillors D Kennedy, Mrs C R Homer, E Green, J Ord, J V R Hare and Mrs D Bell.</p> |
| 6950. | <p>LEVEL CROSSINGS IN HEXHAM: David Shorrocks of Network Rail gave a presentation on the existing crossings at Bells, Spital and Tyne Green and proposals to combine the Bells and Tyne Green crossing and make this and Spital crossing both public bridleway crossings. He explained related work would mean the crossings would no longer be skewed and therefore be safer, and also that phones will remain for anyone who wishes to use them. It was also noted that all stopping-up orders would be subject to public consultation and that Network Rail would like to do the work by March 2019 and that all work would be carried out only at night-time. It was AGREED that copies of the presentation will be provided to the Councillors who were unable to attend the meeting and that the Council will then consider this matter further.</p> |
| 6951. | <p>MINUTES: The minutes of the Town Council meeting held on 3 July 2017, having been circulated, were AGREED.</p> |
| 6952. | <p>MATTERS ARISING: There were no matters arising.</p> |
| 6953. | <p>MAYOR'S ANNOUNCEMENTS. For information Councillor Gillanders advised the meeting:</p> <ol style="list-style-type: none">a. WORKHOUSE SITE. He had attended a meeting with Helen McArdle Directors.b. HERITAGE LIGHTING. He had attended a meeting with the Deputy Mayor and County Council's Conservation Officer and final proposals are awaited.c. QUATRE BRAS ALLOTMENT ASSOCIATION. He had attended the Association's centenary event.d. HEXHAM IN BLOOM. He had attended part of the summer judging from Northumbria in Bloom. He noted the judges seemed to like what they saw but no results will be known until September.e. ST JOSEPH'S MIDDLE SCHOOL. He had presented awards and thought the children were a credit to themselves, their parents and the |

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| | <p>school.</p> <p>f. HEXHAM ABBEY FLOWER FESTIVAL. He had attended this new event and thought the displays were magnificent and the Abbey should be congratulated. He had judged the children's entries for a garden presentation and was impressed that 24 schools had entered.</p> <p>g. TASTE TYNEDALE. He had attended this year's event which was very good and grown since last year.</p> <p>h. THE SILL. He had been unable to attend the opening event but was pleased that the Deputy Mayor had been able to attend.</p> <p>i. HEXHAM HOUSE. With other Councillors, he had attended a preview of the facilities at Hexham House. These are excellent and he is sure this will be a very popular venue.</p> |
| 6954. | DECLARATIONS OF INTEREST: No declarations of interest were made. |
| 6955. | ACCOUNTS FOR PAYMENT: It was AGREED to authorise payments in accordance with the list that had been circulated and attached to the agenda. |
| 6956. | REPRESENTATIVE PROTOCOL: The Representative Protocol as circulated was considered and AGREED. |
| 6957. | LOCAL TRANSPORT PLAN 2018-19: It was NOTED that the County Council will send amended information that will be forwarded to all Councillors for suggestions to be considered and agreed at the next meeting. |
| 6958. | GENERAL POWER OF COMPETENCE: The report was considered and the following was AGREED: Hexham Town Council resolves from 7 August 2017, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence. |
| 9659. | LOCAL COUNCIL AWARD SCHEME: The report was considered and the following was AGREED: Hexham Town Council resolves that the required criteria are in place for the Local Council Award Scheme: Foundation Award. |
| 6960. | <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. TEMPORARY TRAFFIC REGULATION ORDERS: Councillors had been circulated information regarding Linnels Bank, Causey Hill Road and Station Road/Pristpopple.</p> <p>b. TYNEDALE HOSPICE AT HOME: A letter had been received thanking the Council for its generous donation.</p> <p>c. NORTHUMBERLAND LOCAL PLAN CORE STRATEGY: Councillors had been circulated information from the County Council about the resolution to withdraw the Core Strategy Pre-Submission Draft Plan.</p> <p>d. NORTHUMBERLAND COUNTY COUNCIL ACTIONS FOLLOWING THE GRENFELL TOWER FIRE: Councillors had been circulated information on the instigation of a multi-departmental working group led</p> |

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| | <p>by Northumberland Fire and Rescue Service to identify risks in Northumberland.</p> <p>e. HALLSTILE BANK: Councillors had been circulated information regarding an e-petition requesting traffic calming, monitoring of the speed limit and weight/size restrictions on Hallstile Bank, Hexham.</p> <p>f. NORTHUMBERLAND COUNTY COUNCIL COMMUNITY CHEST SCHEME: Councillors had been circulated information on this fund.</p> <p>g. COMMUNITY-LED HOUSING: Councillors had been circulated information on free workshop events arranged by Community Action Northumberland, with one in Hexham on 13 September.</p> <p>h. PLANNING TRAINING: Councillors had been circulated information on briefings covering the draft Core Strategy (particularly in the light of its recent withdrawal) and material/non-material planning considerations.</p> <p>i. PARKING STUDIES: Councillors had been circulated information that Northumberland County Council has commissioned parking studies for Alnwick, Morpeth and Hexham, to be carried out over the next two months. Local County Councillors and Town Councils' views will be sought and the study findings are expected in November.</p> |
| 6961. | HEXHAM HALF MARATHON: Councillor Pearson noted how well the event on 16 July had been arranged. |
| 6962. | HEXHAM HOLIDAY CLUB: Councillor Ball noted the Council supports the Club and endorsed its success and the volunteers' work. |
| 6963. | NEXT MEETING: The next meeting of the Council will be held on 4 September 2017 at 6.45pm at Dene Park House, Corbridge Road, Hexham. |

Chairman

Signed as a correct record of the minutes of the meeting held on 7 August 2017.

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 4 SEPTEMBER 2017

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 (July) | 44.75 | 0 | 44.75 | DD | 5060 |
| Malthurst Ltd | Diesel (August) | 417.03 | 69.50 | 347.53 | Visa | 7310 |
| EE & T Mobile | Accounts (August) | 124.98 | 20.83 | 104.15 | DD | 5010 |
| EE & T Mobile | Contract (cancellation) charge | 118.64 | 0 | 118.64 | DD | 5010 |
| Extra Energy Limited | Abbey Floodlights | 497.65 | 82.94 | 414.71 | DD | 7450 |
| Onecom Limited | Phone and broadband | 155.26 | 25.88 | 129.38 | DD | 5010 |
| NCC (wages and PAYE) | August | 11378.55 | 0 | 11378.55 | 108908 | 6020 |
| NCC (pension fund) | August | 2035.68 | 0 | 2035.68 | 108908 | 6030 |
| NCC (payroll admin fee) | 6 payslips @ £4.167 | 30.00 | 5.00 | 25.00 | 108908 | 6020 |
| Tesco | Polish, etc | 4.80 | 0 | 4.80 | Visa | 7330 |
| Hodgson Mazda | Pickup tailgate | 63.83 | 10.64 | 53.19 | Visa | 7320 |
| Arc4 Limited | N/Plan presentation | 201.06 | 33.51 | 167.55 | 108907 | 5600 |
| Darlington Borough Council | Summer bedding | 3296.98 | 549.50 | 2747.48 | 108909 | 7120 |
| Darlington Borough Council | Hanging baskets | 1093.18 | 182.20 | 910.98 | 108909 | 7120 |
| Steven English | Reimburse for fitted wardrobe | 434.00 | 0 | 434.00 | 108910 | 7380 |
| J B Colman & Co. | Woodland burial plaques | 960.00 | 160.00 | 800.00 | 108911 | 7340 |
| Coulson Construction Ltd | Top soil haulage | 34.27 | 5.71 | 28.56 | 108912 | 7330 |
| WCF Fuels | Diesel oil | 524.48 | 24.98 | 499.50 | 108913 | 7310 |
| J P Westall Ltd | Mend tap at QB Allotments | 178.90 | 29.82 | 149.08 | 108914 | 7020 |

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| Adapt (North East) | Hexham in Bloom judging transport | 95.30 | 0 | 95.30 | 108915 | 7850 |
| Purdy's Skip Hire | Skip at QB allotments | 252.00 | 42.00 | 210.00 | 108916 | 7020 |
| Henderson Fencing & Garden Products | Wooden stakes for QB allotments | 98.88 | 16.48 | 82.40 | 108917 | 7020 |
| Jewson Limited | Resin for headstone repairs | 56.91 | 9.49 | 47.42 | 108918 | 7330 |
| Jewson Limited | Tape measure | 9.68 | 1.61 | 8.07 | 108918 | 7330 |
| Down to Earth Garden Centre | Wasp killer and Rose Clear | 11.98 | 2.00 | 9.98 | 108919 | 7120 |
| J T Dove Ltd | Cement for headstones | 74.16 | 12.36 | 61.80 | 108920 | 7330 |
| J T Dove Ltd | Paving flags for headstones | 150.74 | 25.12 | 125.62 | 108920 | 7330 |
| Philip Sewell | Milk account | 24.30 | 0 | 24.30 | 108921 | 6010 |
| TOTALS | | 22383.59 | 1312.17 | 21071.42 | | |

HEXHAM TOWN COUNCIL
MAYOR'S ALLOWANCE – ACCOUNTS FOR PAYMENT 4 SEPTEMBER 2017

| Payee | Detail | Amount | VAT | Net | Cheque number | Ref. |
|--------------|---------------|---------------|------------|------------|----------------------|-------------|
| Balance b/f | | | | 2772.61 | | |
| | | | | | | 5080 |
| Balance fwd | | | | 2772.61 | | |

HEXHAM TOWN COUNCIL – INCOME – AUGUST 2017

| Credit from | Detail | Amount | Invoice reference | Date | Ref. |
|------------------------------|-------------------------|----------------|--------------------------|-------------|-------------|
| Various | Cemetery charges | 589.00 | HD2017/56 | 020817 | 4010 |
| Various | Cemetery charges | 589.00 | HD2017/57 | 070817 | 4010 |
| Various | Cemetery charges | 1075.00 | HD2017/58 | 070817 | 4010 |
| Various | Cemetery charges | 2074.00 | HD2017/59 | 090817 | 4010 |
| Various | Cemetery charges | 473.00 | HD2016/52a | 140817 | 4010 |
| Various | Cemetery charges | 1364.00 | HD2016/61 | 290817 | 4010 |
| I Nixon (Spicy Monkey) | Christmas Market fee | 124.00 | | 220817 | 4020 |
| | | | | | |
| TOTAL | | 6288.00 | | | |

Hexham Neighbourhood Plan 2017/18

(As at 31 August 2017)

| 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 |