

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 6 August 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 2 July 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. To consider the draft Northumberland Local Plan (details circulated to Councillors on 15 June and 18 July).
9. To consider any correspondence received.
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 Town Clerk before the meeting begins.)



Jane Kevan
Town Clerk
31 July 2018

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

Tel: 01434 609575
Email: clerk@hexhamtowncouncil.gov.uk
www.hexhamtowncouncil.gov.uk

Hagenda0818

HEXHAM TOWN COUNCIL

MINUTES OF THE ANNUAL TOWN COUNCIL MEETING HELD ON 2 JULY 2018

7128.	<p>PUBLIC QUESTIONS: PUBLIC TOILETS IN HEXHAM. A local resident advised he had written to Northumberland County Council regarding his concern about the condition of these but to date had received no reply. It was AGREED that the Clerk will pursue this. CARNIVAL AND ARMED FORCES DAY EVENTS. Local residents advised these had been excellent. MARKET PLACE CONSULTATION. A local resident asked for an update on this. It was noted that data from the trial road closure is being analysed. RECORDING OF MEETING. It was noted that the meeting was being recorded for www.hexhamtv.com.</p>
7129.	<p>JULY COUNCIL MEETING: Councillor T G E Gillanders, the Town Mayor, then opened the Council meeting. Present were Councillors S Ball, J Ord, T Pearson, T Cessford, Mrs C Hanley, J V R Hare, Mrs D Bell, T Dodds, J M Graham and D Kennedy.</p>
7130.	<p>APOLOGIES FOR ABSENCE were given on behalf of Councillors Mrs C R Homer, R Hull and E Green.</p>
7131.	<p>MINUTES: The minutes of the Town Council meeting held on 4 June 2018, having been circulated, were AGREED.</p>
7132.	<p>MATTERS ARISING: BENSON'S MONUMENT (minute 7116 refers). It was noted that Town Council staff had been unable to clean the plaque and a specialist quote has been requested to clean the monument.</p>
7133.	<p>MAYOR'S ANNOUNCEMENTS. For information Councillor Gillanders advised the meeting:</p> <ul style="list-style-type: none">a. ART EXHIBITION. On 7 June he had attended an exhibition by A level students at the Queen's Hall and found it excellent and thought provoking. He also went to a Years 11 and 12 exhibition at the High School that was equally good.b. NORTHUMBERLAND ASSOCIATION OF LOCAL COUNCILS. On 23 June he had attended a meeting that included a discussion on the Borderlands Growth Deal, which aims to improve partnership working to enhance tourism and lives of those in the area. It was noted that Councillor Cessford had attended a meeting in Dumfries on this.c. HEXHAM CARNIVAL. He had visited this event on 24 June and thought it was a wonderful day out. Councillor Graham thanked the Carnival Committee for arranging the event.d. ARMED FORCES DAY: This had been on 30 June and had a splendid attendance. He thanked all Councillors and Town Council staff who were involved and noted wonderful feedback. He and the Clerk had looked at the seven shop windows with AFD themed displays. First prize will go to the Relate Charity Shop, second prize to Geoff Steven & Sons Opticians

	<p>and third prize to the Little Wardrobe. The other displays (Inspired Pots, Grape and Bean, Cancer Research UK shop, Ralph & Mimi's) are all highly commended.</p> <p>e. GREAT NORTHUMBERLAND: He noted that this will be launched, in Hexham, on 7 July.</p> <p>f. GREAT WAR MEMORIAL BENCH: He noted that, also on 7 July, at 12.00pm, there will be a dedication and unveiling ceremony at St Andrew's Cemetery for a bench donated by the North East War Memorial Project.</p>
7134.	DECLARATIONS OF INTEREST: There were no declarations of interest made.
7135.	ACCOUNTS FOR PAYMENT: It was AGREED to authorise payments in accordance with the list that had been circulated and attached to the agenda.
7136.	<p>HEXHAM NEIGHBOURHOOD PLAN: A presentation was made by Mr Dave Clegg, the chair of the Hexham Neighbourhood Plan (HNP) Steering Group. Mr Clegg advised that the Town Council had agreed in late 2014 to proceed with a neighbourhood plan. It has been community led, with nine public forums. There have been delays as the County Council requested a Strategic Environment Assessment and because of the withdrawal of its Core Strategy Local Plan. He advised of the collaboration between the Town and County Councils and that the HNP looked for new sites so it can exceed the proposed new local plan for 2016-2036 of 530 houses in Hexham. Mr Clegg also detailed responses from the recent pre-submission consultation and residents' high level of support for the HNP. It was noted that there will be a further consultation mid-August to late September on the new sites identified, followed by the responses being assessed in October and then a final draft to be considered by the Neighbourhood Plan Committee and Full Council before it is submitted to the County Council for an external assessment prior to a referendum. Further information is on the HNP website: http://www.hexhamneighbourhoodplan.co.uk/</p>
7137.	FINANCE AND GENERAL PURPOSES COMMITTEE: It was AGREED that Councillor Dodds will join this Committee.
7138.	<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. TANNERS ROW/ALEXANDER PLACE JUNCTION: Councillors had been circulated information on a consultation regarding the proposal for "No Waiting at Any Time" parking restrictions.</p> <p>b. KINGSGATE: Councillors had been circulated information on proposals to introduce a residents' parking zone and no waiting restrictions.</p> <p>c. HEXHAM HALF MARATHON: Councillors had been circulated information on road closures on 15 July for this event.</p> <p>d. ACOMB NEIGHBOURHOOD PLAN: Councillors had been circulated information on this plan having been submitted for independent examination and comments invited before 13 August.</p> <p>e. TASTE TYNE DALE: It was noted that Newsquest had just advised of a decision to cancel the event this year and that it will work on getting more</p>

	local traders to attend in 2019.
7139.	NEXT MEETING: The next meeting of the Council will be held on 6 August 2018 at 6.45pm at Hexham House, Hexham.

Chairman

Signed as a correct record of the minutes of the Annual Town Council meeting held on 2 July 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 6 AUGUST 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 (June)	31.17	0	31.17	DD	5060
Malthurst Ltd	Diesel (July)	333.15	55.53	277.62	Visa	7310
EE & T Mobile	Accounts (July)	44.95	7.49	37.46	DD	5010
Onecom Limited	Phone and broadband (July)	77.92	12.99	64.93	DD	5010
Ford Lease	Monthly payment for Transit Tipper	366.00	61.00	305.00	DD	7315
NCC (wages and PAYE)	July	11692.08	0	11692.08	BACS	6020
NCC (pension fund)	July	2093.62	0	2093.62	BACS	6030
NCC (payroll admin fee)	6 payslips @ £4.167 (July)	30.00	5.00	25.00	BACS	6020
Opus Energy Limited	Abbey Floodlights	60.69	2.89	57.80	DD	7450
Purdy's Skip Hire	Lift at Quatre Bras	252.00	42.00	210.00	BACS	7020
Purdy's Skip Hire	Lift at Cemetery	252.00	42.00	210.00	BACS	7330
Ellie Renwick	Balance of fee for face painting at AFD	170.00	0	170.00	BACS	7800
Cindy Hoten	Balance of fee for singing at AFD	300.00	0	300.00	BACs	7800
Mr M Barras	Charwallahs AFD fee	500.00	0	500.00	109172	7800
Cash (re AFD vouchers)	To reimburse Abbey Refectory Café, Beaumont Hotel, Tans and Small World	56.00	0	56.00	109173	7800
Cash (re AFD vouchers)	To reimburse Cranstons	21.00	0	21.00	109174	7800
Alistair Reay	Sound for AFD	200.00	0	200.00	BACS	7800
Sunsett Balloons	Balloon modeler on AFD	315.00	0	315.00	BACS	7800

Newcastle Pipeband	AFD parade, etc	250.00	0	250.00	BACS	7800
NCC	Road closure for AFD	250.00	0	250.00	BACS	7800
The Millennium Quest Ltd	Removal of lights from tree outside Moot Hall	390.00	65.00	325.00	BACS	7060
Distco Ltd t/a Accent Distribution Services	Hex-Press distribution	199.33	33.22	166.11	BACS	7840
Playsafety Limited	Annual RoSPA inspections of play areas	768.60	128.10	640.50	BACS	7200
Tesco	Coffee	10.44	0	10.44	Visa	6010
SLCC	Regional training seminar	90.00	15.00	75.00	Visa	6080
Ashna Boyers (Queens Hall Café)	Reimburse vouchers taken on AFD	21.00	0	21.00	109175	7800
Earth Anchors Ltd	Noticeboard	175.14	29.19	145.95	Visa	7330
St John Ambulance	First aid provision for AFD	82.80	13.80	69.00	109177	7800
Philip Sewell	Milk	36.40	0	36.40	109178	6010
Sutcliffe Play (Scotland) Ltd	Swing bearings	450.27	75.04	375.23	109179	7190
Hags-Smp Ltd	Replacement zip wire seat and chain	180.00	30.00	150.00	109180	7210
Metcalfe Plant Hire Ltd	Digger training for 3 staff	570.72	95.12	475.60	Visa	6080
Hexham Courant	AFD notice	298.32	49.72	248.60	109181	7800
Broxap Ltd	3 litter bins	774.00	129.00	645.00	BACS	7100
Hutchinson Environmental Solutions Ltd	Routine service of sewage treatment equipment	211.20	35.20	176.00	BACS	7380
Ludman Planning Ltd	HNPlan charges to 24/7/18	1400.00	0	1400.00	109182	5600
J P Westall Ltd	Install tap at QB allotments	151.42	25.24	126.18	109183	7020
Turfcare Specialists Limited	Grass seed	137.20	1.20	136.00	Visa	7380
NCC	Christmas lights cable work	180.00	30.00	150.00	Visa	5100

Came & Company	Annual insurance for the tractor	346.72	0	346.72	109185	7310
Arco Limited	Liquid soap	68.10	11.35	56.75	Visa	7330
Steven Callf	Replace bathroom suite and tiling, etc at Cemetery Lodge	3715.86	619.31	3096.55	109186	7380
Darlington Borough Council	Summer bedding	3306.79	551.13	2755.66	BACS	7120
Darlington Borough Council	Hanging baskets	960.00	160.00	800.00	BACS	7120
Coulson Construction Ltd	Haulage of top soil	34.52	5.75	28.77	BACS	7380
Down to Earth	Hosepipe connectors	4.50	0.75	3.75	109187	7330
Rickerby Ltd	Links for play area	13.50	2.16	11.34	BACS	7190
Matthew Charlton	Thermalite Block Shield for Skatepark	25.31	4.22	21.09	109188	7190
Matthew Charlton	Ronseal for Cemetery fencing	15.10	2.52	12.58	109188	7330
David Dixon Garden Machinery	3 in 1 oil	5.38	0.90	4.48	109189	7330
T G E Gillanders	Mileage expenses	112.50	0	112.50	109190	6035
Lloyd Ltd	Husqvarna service	347.38	57.90	289.48	BACS	7320
Thompsons of Prudhoe Limited	Topsoil	210.05	35.01	175.04	BACS	7380
Thompsons of Prudhoe Limited	Topsoil	381.10	63.52	317.58	BACS	7380
TOTALS		32984.83	2500.85	30483.98		

HEXHAM TOWN COUNCIL
MAYOR'S ALLOWANCE – ACCOUNTS FOR PAYMENT 6 AUGUST 2018

Payee	Detail	Amount	VAT	Net	Cheque number	Ref.
Balance b/f				2783.29		
Armed Forces Day credit	Market traders and Calvert Trust	440.00	0	3223.29		
The Royal British Legion	AFD credit plus donation	640.00	0	640.00	109176	5080
Central Bank 3RHA	Donation	50.00	0	50.00	109184	5080
Balance fwd				2533.29		

HEXHAM TOWN COUNCIL – INCOME – JULY 2018

Credit from	Detail	Amount	Invoice reference	Date	Ref.
Various	Cemetery charges	1100.00	HDW2018/40	020718	4010
Mr Walton	Allotment fee	10.00		020718	4000
Molly's Candles	Christmas Market fee	180.00		040718	4020
Groundwork UK	N/Plan grant	2000.00		060718	5600
Various	Cemetery charges	155.00	HD2018/41	100718	4010
Sloecrafts	Christmas Market fee	130.00		100718	4020
Various	Christmas Market fees	3889.00		110718	4020
Various	Cemetery charges	1950.00	HDW2018/42	130718	4010
Various	Cemetery charges	155.00	HD2018/43	170718	4010
Various	Donations to RBL from AFD	440.00		170718	5080
Various	Cemetery charges	605.00	HD2018/44	230718	4010
Various	Cemetery charges	1400.00	HD2018/45	230718	4010
Various	Cemetery charges	605.00	HD2018/46	230718	4010
Various	Cemetery charges	310.00	HD2018/47	260718	4010
Various	Cemetery charges	485.00	HDW2018/48	310718	4010
Various	Cemetery charges	155.00	HD2018/49	310718	4010
TOTAL		13569.00			

Hexham Neighbourhood Plan 2018/19

(As at 31 July 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