

## 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 September 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 6 August 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 Jackie Watson, Head of Marketing Communications at Egger (UK) Limited.
9. Local Transport Plan 2019/20 – to agree the Council's top three priority issues.
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  
28 August 2018

Hexham Town Council  
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Hagenda0918

## HEXHAM TOWN COUNCIL

### MINUTES OF THE ANNUAL TOWN COUNCIL MEETING HELD ON 6 AUGUST 2018

7140.	<p><b>PUBLIC QUESTIONS:</b></p> <p><b>PUBLIC TOILETS IN HEXHAM.</b> A local resident advised he had now received a response from Northumberland County Council regarding his concern about the condition of these. He also thanked Councillor Mrs Homer for arranging collection of rubbish by the Ropery and noted the car park at Broadgates is covered with weeds. It was <b>AGREED</b> to pursue this.</p> <p><b>BENSON'S MONUMENT:</b> A local resident, having noted the Council has requested a quote to clean the monument, advised that this was going to be done in the late 1990s but wasn't done as no-one claimed ownership. He further noted that Benson was actually from Allerwash, not Hexham, and that the Town Council would become permanently responsible for the maintenance of the monument if it cleans it.</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>
7141.	<p><b>AUGUST COUNCIL MEETING:</b> Councillor T G E Gillanders, the Town Mayor, then opened the Council meeting. Present were Councillors S Ball, T Pearson, Mrs C Hanley, Mrs D Bell, Mrs C R Homer, T Dodds, J M Graham, D Kennedy and E Green.</p>
7142.	<p><b>APOLOGIES FOR ABSENCE</b> were given on behalf of Councillors R Hull, T Cessford, J Ord and J V R Hare.</p>
7143.	<p><b>MINUTES:</b> The minutes of the Town Council meeting held on 2 July 2018, having been circulated, were <b>AGREED</b>.</p>
7144.	<p><b>MATTERS ARISING:</b> There were no matters arising.</p>
7145.	<p><b>MAYOR'S ANNOUNCEMENTS.</b> For information Councillor Gillanders advised the meeting:</p> <ul style="list-style-type: none"><li>a. <b>SELE FIRST SCHOOL LEAVERS CONCERT.</b> He had attended this on 5 July and found it very impressive.</li><li>b. <b>REDEDICATION OF HMS NORTHUMBERLAND.</b> On 6 July he had been to this, after a new fitting out, noting it was important that Hexham was represented.</li><li>c. <b>GREAT WAR MEMORIAL BENCH:</b> On 7 July he was involved with the dedication and unveiling ceremony at St Andrew's Cemetery for a bench donated by the North East War Memorial Project. This was a dignified occasion and he suggested all Councillors may wish to visit the bench if they have not already done so.</li><li>d. <b>GREAT NORTHUMBERLAND:</b> Later on 7 July he attended the launch of this event and thought it a very good show.</li><li>e. <b>HEXHAM HIDDEN GARDENS:</b> On 15 July he visited nearly all these gardens. They were all very good and Hexham Community Partnership should be congratulated on arranging and promoting this event.</li><li>f. <b>ST JOSEPH'S MIDDLE SCHOOL LEAVERS EVENT:</b> On 16 July he was</li></ul>

	<p>pleased and proud to give out awards and certificates, accompanied by Paul Mooney, at this event.</p> <p>g. GATEWAY INTO THE COMMUNITY: He had attended a launch event on 17 July. He noted the organisation does excellent work, catering particularly for people with learning difficulties and that he is to make a donation from the Mayor's fund.</p> <p>h. TAKE PRIDE IN HEXHAM: On 18 July he went to a meeting with representatives from the Community Partnership and Hexham Abbey to relaunch this initiative, looking to identify improvements in the appearance of shops in Hexham.</p> <p>i. HEXHAM IN BLOOM JUDGING: This had taken place on 23 July. He had met the judges at the Cemetery for the start of the judging and Councillor Mrs Bell was with the judges for the day. The results will be announced in September.</p> <p>j. 3RHA CHARITY SUMMER CONCERT: He had hoped to go to this on 26 July but at the last moment had been unable to attend. A donation has been sent from the Mayor's fund.</p> <p>k. "BEREAVEMENT JOURNEY" TRAINING: With the Clerk, he had spent the day at County Hall in Morpeth on 30 July, attending a training course on bereavement and the running of cemeteries. From comments made, and requests to visit, St Andrew's Cemetery, it seems we have a reputation to keep up!</p> <p>l. LOCAL TRANSPORT PLAN: He noted that this will be on the agenda for the next meeting and requested Councillors to consider top priorities for Hexham.</p>
7146.	<p>DECLARATIONS OF INTEREST: Councillor Mrs Homer advised, as a County Councillor and member of the Cabinet, that she would abstain from any involvement regarding agenda item 8. Councillor Kennedy advised he would also take no part regarding this agenda item.</p>
7147.	<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>
7148.	<p>DRAFT NORTHUMBERLAND LOCAL PLAN: Councillor Gillanders proposed that a response drafted by the Planning &amp; Infrastructure Committee be agreed by the Council. He read out the following:</p> <p><i>Para 1.12</i>  <i>It would be useful to confirm that the County Council is giving strong support to town and parish councils engaged in Neighbourhood Planning rather than indicating it has a "duty" to support them.</i>  <i>In this context in relation to Para 4.60 the Town Council welcomes the commitment to use Neighbourhood Plans as the vehicle for the designation and implementation of local green spaces.</i></p> <p><i>Para 2.49</i>  <i>There would be some logic in aligning the Delivery Areas of the Plan with the Local Area Committee boundaries. In the case of the Central Northumberland Delivery Area the locations covered are part of two local areas.</i></p> <p><i>Para 2.53</i>  <i>The description of Hexham does not do the town justice. It could appropriately be</i></p>

*rephrased as follows to match the approach taken with other towns:  
"Hexham is a historic market town in the Tyne Valley. It serves a wide rural hinterland that extends into both the North Northumberland and West Northumberland Delivery Areas. It has a longstanding local employment, housing and service centre role with good transport links to the Tyneside conurbation and into Cumbria. Its auction mart is regionally and nationally significant. The town serves as a gateway to the Northumberland National Park and to the Hadrian's Wall Heritage Site. It has an important commuter housing role for Tyneside. Future growth will be constrained by the Green Belt"*

*Para 2.58*

*The draft could usefully be rephrased as follows:*

*"Hexham, Prudhoe and Corbridge and other villages have regular train services on the Tyne Valley Line with good links to Tyneside. These are reinforced by good bus services. Morpeth...etc"*

*Policy STP 1*

*This indicates that development in the open countryside will only be supported if "the architecture is innovative and of the highest standard".*

*This is subjective and not measurable and permits intrusion into the Green Belt. Hexham Town Council supports the principles set out in the Policy but considers that recognition could be given to the severe constraints which exist on Hexham due to its infrastructure and topography.*

*Policy ECN 4*

*Hexham Town Council proposes that the 10 hectare Green Belt site to the east of the Egger factory, identified in para 5.44 for general employment be considered for designation as a Round 2 Enterprise Zone. Hexham already has thriving knowledge intensive, high-tech employment with an increasing demand for incubator facilities.*

*Policy ECN 6*

*Hexham Town Council welcomes the intention to allocate additional land for general employment purposes at Harwood Meadows, Hexham which will allow additional employment to be created for Hexham residents.*

*Policy ECN 19*

*Hexham Town Council strongly supports the use of town centre brown field sites with easy access to town centre services. Under the draft Plan one site, the former Dalesway workshop site will remain designated as employment land. The Town Council believes it should be re-allocated as housing land.*

*The Town Council also strongly supports the principle of encouraging a mix of residential and office use on upper floors of main shopping streets.*

*Policy HOU 5*

*This policy with cap it sets on affordable housing requirements, will restrict the higher needs for such housing for Hexham identified in the recent Housing Needs Survey carried out for the County Council and the Town Council. The emerging Hexham Neighbourhood Plan, given the high level of need in the town and the smaller number of new housing units (530 compared to an earlier proposal for 960) will propose a higher percentage. The Local Plan should consider Hexham to be an exception to the upper limit percentage and support a justifiable 40% target.*

*Policy TRA 3*

*Hexham Town Council strongly supports the need for dualling the A69 west of Hexham.*

	<p><i>Equally it supports the intention to safeguard land to permit a Strategic Road Network improvement at the junction of the A69 and the B6531 (Hexham's West Road) which is a dangerous junction.</i></p> <p><i>In para TRA 3.3 the Town Council suggests that consideration should be given to improving, as part of the Local Road network proposals, the road and junction which will link the new employment and possibly Enterprise Zone, site to the east of the Egger site to Rotary Way to provide good links to the A69, train station and airport (See para 5.44).</i></p> <p>It was AGREED to respond to the consultation with these comments, except to omit any reference to Policy STP 1 as Councillor Graham proposed this should be removed and this was unanimously agreed.</p>
7149.	<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> <ol style="list-style-type: none"> <li>a. GREEN FLAG AWARD: It was noted that this had been given to St Andrew's Cemetery for 2018/19.</li> <li>b. MARKET STREET: Councillors had been circulated information on a temporary traffic regulation order, noting the road closure from 1 to 29 August for scaffolding and construction work.</li> <li>c. COWGARTH: Councillors had been circulated information on a temporary traffic regulation order, noting the road was expected to be closed between 6.00pm and 6.00am 20-24 August to replace electrical cables.</li> <li>d. ST CUTHBERTS LANE/ONGLANDS/ST MARKS: Councillors had been circulated information on a temporary traffic regulation order, noting the road was expected to be closed in sections between 7.30am and 5.00pm 22-31 August for resurfacing work.</li> <li>e. GAMBLING ACT STATEMENT OF PRINCIPLES: A letter had been received from Northumberland County Council's Licensing Manager regarding a consultation to 14 September. The draft is at <a href="http://www.northumberland.gov.uk/NorthumberlandCountyCouncil/media/Business/Licences%20and%20permits/Statement-of-Principles-2019-draft.pdf">http://www.northumberland.gov.uk/NorthumberlandCountyCouncil/media/Business/Licences%20and%20permits/Statement-of-Principles-2019-draft.pdf</a></li> <li>f. KARBON HOMES GROUNDS MAINTENANCE: A letter had been received from Karbon Homes advising that the contractor from 1 April 2018 for Hexham is ISS Facility Services-Landscaping.</li> <li>g. NCC GREEN DOG WALKERS: Councillors had been circulated information on an organised dog walk to take place in Hexham on 1 September, where free microchipping and advice from an animal welfare officer will be available.</li> <li>h. PROPOSED BLUE BADGE PARKING PLACE AT BEAUMONT STREET: Councillors had been circulated information on a consultation regarding this proposal. Any comments are requested by 5 September.</li> <li>i. AGE UK NORTHUMBERLAND: Councillors had been circulated information on a letter received on how older people in Hexham may be helped, including a Friendship Line being launched this month (<a href="https://www.ageuk.org.uk/northumberland/our-services/the-friendship-line/">https://www.ageuk.org.uk/northumberland/our-services/the-friendship-line/</a>).</li> <li>j. A69/A68 &amp; A69/A6079 JUNCTION IMPROVEMENTS: Councillors had been circulated information on the main construction work to take place in</li> </ol>

	<p>Spring 2019 and of two public drop-in events, at Newton and Bywell Community Hall on 14 August and at Acomb Village Hall on 15 August, both between 9.00am and 7.00pm.</p> <p>k. JOINT NCC AND TOWN/PARISH COUNCIL MEETINGS: Councillors had been circulated information on meetings, including one for the Tynedale area on 9 October.</p>
7150.	<p>NEXT MEETING: The next meeting of the Council will be held on 3 September 2018 at 6.45pm at Hexham House, Hexham.</p>

Chairman .....

Signed as a correct record of the minutes of the Annual Town Council meeting held on 6 August 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 SEPTEMBER 2018**

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 (July)	39.42	0	39.42	DD	5060
Malthurst Ltd	Diesel (August)	249.77	41.63	208.14	Visa	7310
EE & T Mobile	Accounts (August)	44.95	7.49	37.46	DD	5010
Onecom Limited	Phone and broadband (August)	78.06	13.01	65.05	DD	5010
Ford Lease	Monthly payment for Transit Tipper	366.00	61.00	305.00	DD	7315
NCC (wages and PAYE)	August	11757.79	0	11757.79	BACS	6020
NCC (pension fund)	August	2104.94	0	2104.94	BACS	6030
NCC (payroll admin fee)	6 payslips @ £4.167 (July)	30.00	5.00	25.00	BACS	6020
Opus Energy Limited	Abbey Floodlights	57.14	2.72	54.42	DD	7450
British Gas	Cemetery electricity	444.74	2.34	442.40	DD	7370
Beaumont Hotel	Town twinning visit 29+30/9/18	211.00	35.16	175.84	Visa	7870
Electric Locking Systems Ltd	Magnetic locks for toilet block at Cemetery	470.24	78.40	391.84	Visa	7380
Electric Locking Systems Ltd	Timers for magnetic locks as above	167.98	28.00	139.98	Visa	7380
Coulson Construction Ltd	Haulage of top soil	96.07	16.01	80.06	BACS	7380
Post Office	Stamps	34.80	0	34.80	Visa	5020
Adapt (North East)	Transport for HinB judging	104.60	0	104.60	109191	7850
NCC	Cemetery training course	110.00	0	110.00	BACS	6080
Stokoe Rodger LLP	Bookkeeping for quarter ended 30 June 2018	432.00	72.00	360.00	109192	6000



Teleshore (UK) Ltd	Grave soilbox, etc	2431.20	405.20	2026.00	109193	7315
Ludman Planning Ltd	HNP Work (August)	2000.00	0	2000.00	109194	5600
Purdy's Skip Hire	Lift at Quatre Bras	252.00	42.00	210.00	BACS	7020
Thompsons of Prudhoe Limited	Topsoil	179.09	29.85	149.24	BACS	7380
The Millennium Quest Limited	Infrastructure and installation works (Christmas lights)	10627.20	1771.20	8856.00	BACS	7040 (2000) 7050 (1000) 7060 (5856)
Henderson Fencing & Garden Products	Posts, etc for QB allotments	157.92	26.32	131.60	BACS	7020
Rickerby Ltd	Parts for play areas	33.24	5.54	27.70	BACS	7210
David Dixon Garden Machinery	Strimmer heads	48.58	8.10	40.48	109195	7320
David Dixon Garden Machinery	Ratchet strap	14.18	2.36	11.82	109195	7330
Matthew Charlton	Resin and nozzles	100.16	16.69	83.47	109196	7100
Matthew Charlton	Paint for Cemetery toilets	11.56	1.93	9.63	109196	7380
Matthew Charlton	Broom handle for Sele play area	1.94	0.32	1.62	109196	7210
Matthew Charlton	Nuts and bolts for noticeboard	3.79	0.63	3.16	109196	7330
Matthew Charlton	Postfix powder, etc for noticeboard	35.13	5.85	29.28	109196	7330
<b>TOTALS</b>		<b>32711.09</b>	<b>2681.35</b>	<b>30029.74</b>		

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

Payee	Detail	Amount	VAT	Net	Cheque number	Ref.
Balance b/f				2533.29		
						5080
Balance fwd				2533.29		

**HEXHAM TOWN COUNCIL – INCOME – AUGUST 2018**

Credit from	Detail	Amount	Invoice reference	Date	Ref.
Various	Cemetery charges	485.00	HD2018/17a	010818	4010
Hexham in Bloom	Repay for hanging baskets	800.00		070818	7120
Ministry of Defence	AFD Grant	900.00		100818	7800
Dr Hugh Penney	Christmas Market fee	206.00		140818	4020
Various	Cemetery charges	7620.00	HDW2018/50	200818	4010
Various	Cemetery charges	155.00	HD2018/51	200818	4010
Various	Cemetery charges	1190.00	HD2018/52	200818	4010
Various	Cemetery charges	790.00	HD2018/53	200818	4010
Various	Cemetery charges	790.00	HD2018/54	210818	4010
Mazzeah Spice	Christmas Market fee	130.00		220818	4020
Various	Cemetery charges	1400.00	HD2018/55	280818	4010
<b>TOTAL</b>		<b>14466.00</b>			

## Hexham Neighbourhood Plan 2018/19

(As at 31 August 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