

## 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 Wednesday 29 January 2020 at 5.30pm 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 4 December 2019, enclosed.
3. Matters arising (if any).
4. Councillors' declarations of interest (see enclosed).
5. To consider the consultation on the proposed move of the Post Office in Hexham (circulated to all Councillors on 20 December).
6. To consider the consultation on public libraries in Northumberland (circulated to all Councillors on 19 December).
7. To consider a request for a link on the new website.
8. To consider content for the Hex-press.
9. To consider forthcoming events (Picnic in the Park, Armed Forces Day).
10. To consider how to improve community engagement at Full Council meetings.
11. To agree a date and time for the next meeting.
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 Clerk before the meeting begins*).



Jane Kevan  
Town Clerk  
23 January 2020

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

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Hagenda0120CommunityEngagement

## HEXHAM TOWN COUNCIL

### MINUTES OF THE COMMUNITY ENGAGEMENT COMMITTEE MEETING HELD ON 4 DECEMBER 2019

553.	PRESENT: Councillor T Pearson in the Chair and Councillors R Hull, S Ball, T Cessford, T G E Gillanders and C Hanley.
554.	APOLOGIES FOR ABSENCE were received from Councillor J Ord.
555.	MINUTES of the meeting held on 23 October 2019, having been circulated, were AGREED.
556.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"><li>a. HEXHAM BELLMAN COSTUMES (minute 533a and action log refers). It was noted that Councillors Ball and Hanley will progress this.</li><li>b. VE DAY 75<sup>TH</sup> ANNIVERSARY CELEBRATION (minute 554a and action log refers). It was noted that there will be some people in 1940s dress arranged via Claire Heaviside at No. 28.</li><li>c. HEXHAM HALF MARATHON (minute 544b log refers). It was noted that a 2020 event is now being planned.</li><li>d. NEW WEBSITE (minute 544c and action log refers). It was noted that the Clerk and Councillors Hull and Dodds had received training.</li><li>e. MARKET PLACE AND BANDSTAND (minute 544d and action log refers). It was noted that a press release to promote the use of these is still pending as there has not yet been a response from Hexham Community Partnership.</li><li>f. SOCIAL MEDIA TRAINING (minute 544f and action log refers). It was noted that the new Administrative Officer will be in post from 6 January and to contact NALC regarding possible training.</li><li>g. YOUTH COUNCIL (minute 544g and action log refers). It was noted that Councillor Hull has contacted the High and Middle Schools and that a visit to the Middle School will be made in the new year. It was AGREED that two or three Councillors will attend.</li><li>h. GUILD OF GUIDES (minute 546 and action log refers). It was noted that they will be encouraged to join HCP.</li></ul>
557.	DECLARATIONS OF INTEREST: No declarations of interest were made.
558.	REMEMBRANCE DAY SUB-COMMITTEE: Notes from a meeting on 12 November were noted.
559.	DEMENTIA FRIENDLY: It was AGREED that the Council become a Dementia Friendly organisation, subject to a check that it meets the

	criteria.
560.	MAYOR'S AWARD TO RECOGNISE ENVIRONMENTAL INITIATIVES: This was considered and AGREED. It was further agreed to issue a press release in the spring and present the award at the Mayor's spring reception.
561.	HEX-PRESS: It was noted that an issue is being circulated this week and that the next issue will feature Hexham being voted the happiest place to live in Britain and the Town Council becoming a dementia friendly organisation.
562.	IMPROVING COMMUNITY ENGAGEMENT: It was AGREED to defer consideration of this to the next meeting.
563.	HAPPIEST PLACE TO LIVE: It was noted that Hexham had been voted as the happiest place to live in Britain and that features on this were in the local and national media.
564.	CHRISTMAS LIGHTS SWITCH-ON AND FESTIVAL OF FLAME: It was noted that both of these events went well. It was also noted that the current Christmas lights contract expires on 30 January 2020 and it was AGREED to tender for a new three-year contract.
565.	TOWN AND COUNTY COUNCILS' LIAISON MEETING: It was noted that the latest six-monthly meeting had taken place on 3 December. Comments on issues with pavements in Hexham were AGREED to be sent to the County Council.
566.	HEXHAM HIGH STREETS HERITAGE ACTION ZONE: It was noted there had been a successful community event on 14 November and, at the Hub meeting on 2 December, Councillor Hull had requested a briefing for the Town Council.
567.	SHOWCASE EVENT: It was noted that there will be a similar event in 2020 to that held in March 2019.
568.	EGGER (UK) LTD: The meeting on 14 November was noted, including the possibility of support for new signage in Hexham.
569.	HEXHAM IN BLOOM: A report on a walkabout in Hexham on 13 November was noted. It was AGREED to further support Hexham in Bloom if possible and to arrange a meeting to consider this.
570.	NEXT MEETING: It was AGREED that the next Committee meeting will be held on Wednesday 29 January 2020 at 5.30pm in the Council Office, St Andrew's Cemetery, Hexham.

### Action Log

Provide an update on the Hexham Bellman costumes (minute 556a refers)	Councillors Ball and Hanley
Recontact HCP re preparing a press release to promote the Market Place and bandstand for events (minute 556e refers)	Clerk
Contact NALC re arranging social media training (minute 556f refers)	Clerk
Attend the HMS parliament meeting (minute 5564g refers)	2-3 Committee members
Contact the Guild of Guides re becoming HCP members (minute 556h refers)	Clerk
Check the Council meets the criteria to become a Dementia Friendly organisation (minute 559 refers)	Clerk
Consider the criteria for a Mayor's environmental initiative award and issue a press release (minute 560 refers)	Councillor Hull/Clerk
Consider content for the Hex-Press (minute 561 refers)	All
Arrange a Christmas lights contract tender (minute 564)	Clerk
Send the pavements issues list to NCC (minute 565)	Clerk
Arrange a HSHAZ briefing (minute 566)	Councillor Hull/Clerk
Arrange a meeting re Hexham in Bloom (minute 569)	Councillor Hull/Clerk

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.