

## 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 4 March 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 29 January 2020, enclosed.
3. Matters arising (if any).
4. Councillors' declarations of interest (see enclosed).
5. Presentation/Training from Adele Kinsella on being Dementia Friendly.
6. To consider content for the Hex-press.
7. To consider forthcoming events (Picnic in the Park, Armed Forces Day).
8. To agree a date and time for the next meeting.
9. 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  
27 February 2020

Hexham Town Council  
Council Office  
St Andrew's Cemetery  
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Hexham  
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Hagenda0320CommunityEngagement

## HEXHAM TOWN COUNCIL

### MINUTES OF THE COMMUNITY ENGAGEMENT COMMITTEE MEETING HELD ON 29 JANUARY 2020

571.	PRESENT: Councillor T Pearson in the Chair and Councillors R Hull, T Cessford and C Hanley.
572.	APOLOGIES FOR ABSENCE were received from Councillors Gillanders, Ord, Dodds and Ball.
573.	MINUTES of the meeting held on 4 December 2019, having been circulated, were AGREED.
574.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"><li>a. HEXHAM BELLMAN COSTUMES (minute 556a and action log refers). It was noted that an update is required from Councillor Ball.</li><li>b. MARKET PLACE AND BANDSTAND (minute 556e and action log refers). It was noted that a response from Hexham Community Partnership had been received. It was AGREED that Councillor Hull will contact the Courant and the Clerk will contact Core Music, the Queen's Hall and Abbey.</li><li>c. SOCIAL MEDIA TRAINING (minute 556f and action log refers). It was noted that the Clerk is arranging training with NALC.</li><li>d. YOUTH COUNCIL (minute 556g and action log refers). It was noted that Councillor Hull had contacted the High and Middle Schools and that a visit to the Middle School is pending and two or three Councillors will attend.</li><li>e. GUILD OF GUIDES (minute 556h and action log refers). It was noted that the Guides will ask to join HCP.</li><li>f. DEMENTIA FRIENDLY (minute 559 and action log refers). It was noted that Adele Kinsella had met with the Clerk and Admin Officer and that there is a meeting on 12 February. It was also noted that information will be added to the website and that a couple of training sessions will be offered for Councillors and staff so that the Council can become a dementia friendly organisation. It was AGREED to invite Mrs Kinsella to the next meeting.</li><li>g. ENVIRONMENTAL INITIATIVE AWARD (minute 560 and action log refers): It was AGREED that Councillor Hull will contact the Courant.</li><li>h. HEXPRESS (minute 561 and action log refers). It was noted that there is an editorial meeting on 6 February.</li><li>i. CHRISTMAS LIGHTS TENDER (minute 564 and action log refers). A draft of this was approved, subject to information being added once received from the current contractor on the currently owned and hired lights.</li><li>j. PAVEMENTS ISSUES (minute 565 and action log refers). It</li></ul>

	<p>was noted that this had been sent to the County Council.</p> <p>k. HSHAZ (minute 566 and action log refers). It was noted that a meeting had been arranged for 3 February but been postponed.</p> <p>l. HEXHAM IN BLOOM (minute 569 and action log refers). It was noted that a meeting is being arranged.</p>
575.	DECLARATIONS OF INTEREST: No declarations of interest were made.
576.	POST OFFICE CONSULTATION: It was noted that the Clerk will respond to advise Councillors may have submitted/will submit a response individually.
577.	PUBLIC LIBRARIES CONSULTATION: It was AGREED that the Council will not respond to this.
578.	WEBSITE: A request from registerofficenearne.com for a link was considered and refused. It was AGREED that further links will only be added to the new website if specific to the Town Council's work.
579.	FORTHCOMING EVENTS: The VE Day 75 <sup>th</sup> Anniversary Picnic in the Park (Sunday 10 May) and Armed Forces Day (Saturday 27 June) events were noted. It was AGREED that Councillors Hull, Ball and Cessford will meet with the Clerk and Admin Officer on 3 February to discuss these events further. The Fifth Fusiliers St Georges Day parade (Saturday 18 April) was also noted and it was AGREED to arrange meetings with both 3RHA and 5RRF regarding pending events.
580.	IMPROVING COMMUNITY ENGAGEMENT: It was AGREED that this is already promoted but to consider any further ideas if put forward.
581.	NORTHUMBERLAND DAY PARISH FLAG RELAY: It was noted that Town and Parish Councils and community groups are invited to sign up for a relay by the most innovative means possible to transport a large Northumberland Day flag during the ten days leading up to Northumberland Day on Sunday 24 May. It was AGREED to sign up and consider how to showcase Hexham.
582.	NEXT MEETING: It was AGREED that the next Committee meeting will be held on Wednesday 4 March 2020 at 5.30pm in the Council Office, St Andrew's Cemetery, Hexham.

### Action Log

Provide an update on the Hexham Bellman costumes (minute 574a refers)	Councillors Ball and Hanley
Contact the Courant, Core Music, Queen's Hall and Abbey re promoting the Market Place and bandstand for events (minute 574b refers)	Councillor Hull/Clerk
Arrange social media training (minute 574c refers)	Clerk
Attend the HMS parliament meeting (minute 574d refers)	2-3 Committee members
Invite Adele Kinsella to the next Committee meeting (minute 574f refers)	Clerk
Contact the Courant re the Mayor's environmental initiative award (minute 574g refers)	Councillor Hull
Complete a Christmas lights contract tender (minute 574i)	Clerk
Arrange a meeting re Hexham in Bloom (minute 574l)	Admin Officer
Respond to the PO consultation (minute 576)	Clerk
Advise re the website request (minute 578)	Clerk
Arrange meetings with 3RHA and 5RRF (minute 579)	Clerk
Sign up for the N Day flag relay – and consider possible methods (minute 581)	Clerk/All

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.