



## HEXHAM TOWN COUNCIL

**I GIVE NOTICE** that an online meeting of the Community Engagement Committee will be held on Wednesday 21 October 2020 at 6.00pm 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 9 September 2020, enclosed.
3. Matters arising (if any).
4. Councillors' declarations of interest (see enclosed).
5. To consider content for the Hex-press.
6. To consider the TerraCycle scheme (information sent to Committee members on 9 October).
7. To consider the 2021/22 Committee budget (see enclosed).
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  
9 October 2020

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

01434 609575  
[clerk@hexhamtowncouncil.gov.uk](mailto:clerk@hexhamtowncouncil.gov.uk)  
Hagenda1020CommunityEngagement

## HEXHAM TOWN COUNCIL

### MINUTES OF THE COMMUNITY ENGAGEMENT COMMITTEE MEETING HELD ON 9 SEPTEMBER 2020

610.	PRESENT: Councillor T Pearson in the Chair and Councillors R Hull, S Ball, J Ord, T G E Gillanders and T Cessford.
611.	APOLOGIES FOR ABSENCE were received from Councillors Dodds and Hanley.
612.	MINUTES of the meeting held on 23 July 2020, having been circulated, were AGREED.
613.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"><li>a. HEXHAM BELLMAN AUDITION (minute 601a and action log refers). Councillor Ball advised that the audition will be held in the Market Place and the Courant will publicise this once the date is known (delayed because of Covid). It was AGREED that a representative from the Association of Town Criers will attend in costume and be given reasonable expenses.</li><li>b. SOCIAL MEDIA TRAINING (minute 601b and action log refers). It was AGREED that the training scheduled to take place on 19 March cancelled because of Covid will be rescheduled on Zoom.</li><li>c. CHRISTMAS LIGHTS WORK (minute 601c and action log refers). It was noted that this had been completed although issues had been found with a cable in a lamppost on Beaumont Street and another cable at Benson's Gates. Details will be sent to the County Council. The Christmas lights switch-on event was also discussed, noting it may be held with only Councillors and representatives from Egger present.</li><li>d. VE75 EVENT AND LINDY HOP DANCERS (minute 601g and action log refers). It was noted that English Heritage has further advised, due to Covid, that the prize of dancers coming to an event in Hexham is no longer possible. A complimentary group admission for up to 20 people to an English Heritage property valid to 31 December 2022 has been offered instead.</li><li>e. STEWARD AND BAILIFF AWARD CRITERIA (minute 604 and action log refers). It was noted this has been added.</li><li>f. WEBSITE ACCESSIBILITY STATEMENT (minute 605 and action log refers). It was noted this is on the website.</li><li>g. REMEMBRANCE DAY (minute 607 and action log refers). It was noted that the Royal British Legion update is still pending. It was AGREED to arrange a Sub-Committee meeting in late September.</li></ul>
614.	DECLARATIONS OF INTEREST: No declarations of interest were made.

615.	HEXPRESS: It was AGREED to arrange an editorial meeting to consider the next edition.
616.	PROMOTION OF TOURISM IN HEXHAM: It was noted that Councillor Hull is working on a working group and will arrange a meeting soon. It was further noted that a formal HSHAZ announcement is expected this week.
617.	PAVEMENT CLEANING: It was AGREED to contact Task-It regarding further cleaning in Hexham.
618.	NEXT MEETING: It was AGREED that the next Committee meeting will be held online on Wednesday 21 October 2020 at 6.00pm.

**Action Log**

Progress the Hexham Bellman audition (minute 613a refers)	Councillor Ball
Rearrange social media training (minute 613b)	Clerk
Forward info on electrical faults relating to the Christmas lights to NCC (minute 613c)	Clerk/Councillor Cessford
Arrange a R Day Sub-committee meeting (minute 613g)	Clerk
Arrange a Hexpress editorial meeting (minute 615)	Councillors Hull, Pearson and Ord
Arrange a tourism strategy working group meeting (minute 616)	Councillor Hull
Arrange pavement cleaning (minute 617)	Councillor Pearson

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.

**HEXHAM TOWN COUNCIL**  
**COMMUNITY ENGAGEMENT COMMITTEE BUDGET**

The Committee has to consider and agree the Committee budget for the year 1 April 2021 to 31 March 2022. This budget will be amalgamated with other Committee budgets so that the Finance & General Purposes Committee can consider this (combined) Council budget in order to present a recommended budget to the Council.

Council will agree a 2021/22 budget and its required precept on 11 January 2021.

The sum in the “2021/22 Draft Budget” column below is an initial suggestion for the Committee to consider.

<b>COMMUNITY ENGAGEMENT COMMITTEE</b>	<b>2020/21 Agreed Budget</b>	<b>2020/21 Spent at 30/9/2020</b>	<b>2020/21 Estimated at 31/3/2021</b>	<b>2021/22 Draft Budget</b>	<b>Ref.</b>
Remembrance Day	2500	72	1500	2500	7800
Armed Forces Day	3400	0	0	3400	7805
War Memorial Reserve	500	0	0	500	5096
Website & IT	2000	260	1500	2000	7830
Newsletter	1200	0	500	1200	7840
Town Twinning (Council expenses)	1000	0	0	1000	7870
Christmas Lights	26000	22452	26000	28000	7040
Christmas Lights Switch On	500	0	200	500	7065
Mayor's Annual Reception	350 (+ 800 carried forward)	0	500	400	7070
Hexham/Northumbria in Bloom (Council expenses)	300	0	100	300	7850
Flower Beds and Tubs – Renew/Replace	750	0	500	750	7110
Flower Beds and Tubs – Planting	5500	2755	5500	5600	7120
Support for Town Events	2000	0	1000	2000	5130
Ceremonial Events	1000	0	1000	1000	5135
<b>TOTALS</b>	<b>47800</b>	<b>25539</b>	<b>38300</b>	<b>49150</b>	