



HEXHAM TOWN COUNCIL

I GIVE NOTICE that an online meeting of the Community Engagement Committee will be held on Tuesday 1 December 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 21 October 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 HSHAZ Community Engagement Strategy (sent to Committee members on 25 November).
7. To consider the draft Tourism Strategy (sent to Committee members on 23 November).
8. To consider the Queen's Platinum Jubilee on 2/3 June 2022.
9. To consider Green Flag Award feedback recommendations (see enclosed).
10. To consider requirements for the Council to apply for Quality status under the Local Council Award Scheme (information sent to Committee members on 23 November).
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
25 November 2020

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

01434 609575 clerk@hexhamtowncouncil.gov.uk

Hagenda1220CommunityEngagement

HEXHAM TOWN COUNCIL

MINUTES OF THE COMMUNITY ENGAGEMENT COMMITTEE MEETING HELD ON 21 OCTOBER 2020

619.	PRESENT: Councillor T Pearson in the Chair and Councillors R Hull, S Ball, J Ord, C Hanley and T Cessford.
620.	APOLOGIES FOR ABSENCE were received from Councillors Dodds and Gillanders.
621.	MINUTES of the meeting held on 9 September 2020, having been circulated, were AGREED.
622.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none">a. HEXHAM BELLMAN AUDITION (minute 613a and action log refers). It was noted that the auditions scheduled for 24 October have been postponed due to Covid.b. SOCIAL MEDIA TRAINING (minute 613b and action log refers). It was noted that this will take place online on 23 November at 6.00pm.c. WINTER/CHRISTMAS LIGHTS (minute 613c and action log refers). It was noted that the winter lights requested switch-on date is 30 October with the Christmas lights switch-on being on 27 November, with only Councillors and representatives from Egger present. It was also noted that the required cable work required at Beaumont Street was reported to the County Council.d. REMEMBRANCE DAY (minute 613g and action log refers). It was noted that a Sub-Committee meeting was held on 28 September. It was further noted that a further meeting will be arranged to discuss whether the service at the war memorial will go ahead and if only the Mayor and Vice Lord Lieutenant will lay wreaths at 11.00am, with other wreath layers subsequently laying wreaths at intervals later on the day.e. HEXPRESS (minute 615 and action log refers). It was noted that an editorial meeting was held on 22 September and the next edition will be delivered in the second week of November.f. TOURISM STRATEGY WORKING GROUP (minute 616 and action log refers). It was noted that the first meeting of this was held on 29 September. A further meeting will be held next week and information from the meeting will then be circulated to Committee members.g. PAVEMENT CLEANING (minute 617 and action log refers). It was noted that a deep clean of Hencotes, Market Place, Market Street and Priestpople had been completed.
623.	DECLARATIONS OF INTEREST: No declarations of interest were made.

624.	HEXPRESS: It was AGREED content for the next edition will be considered at a future meeting.					
625.	TERRACYCLE: It was AGREED that Hexham Community Partnership be encouraged to promote this as part of the Clean and Green initiative.					
626.	2021/22 COMMITTEE BUDGET: The Committee AGREED the following draft Committee budget.					
	COMMUNITY ENGAGEMENT COMMITTEE	2020/21 Agreed Budget	2020/21 Spent at 30/9/2020	2020/21 Estimated at 31/3/2021	2021/22 Draft Budget	Ref.
	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
	TOTALS	47800	25539	38300	49150	

627.	DRAFT HEXHAM HSHAZ COMMUNITY ENGAGEMENT PLAN: It was noted that this document had been circulated to all Councillors and that any comments should be sent to the Clerk.
628.	FESTIVAL OF FLAME: It was AGREED to contact the organiser for further information and a risk assessment to ensure the event will comply with Covid regulations.
629.	TYNE VALLEY COMMUNITY RAIL PARTNERSHIP: It was noted that the AGM was held on 20 October and that Northern Rail is now Government run. It was also AGREED to discuss possible future use of the former Goods Shed with Hexham Community Partnership.
630.	DEFIBRILLATORS: Councillor Hull advised he is considering buying a defibrillator from the Mayor's allowance and requested suggestions for a suitable site, noting the existing sites in Hexham.
631.	ENVIRONMENTAL AWARD: It was AGREED this will be awarded this year, rather than waiting for when the next Mayor's Reception may be able to take place.
632.	PIGEONS AT THE ABBEY: It was AGREED to discuss this issue with the new Rector and to check if the County Council's Pest Control team deal with pigeons.
633.	HEXHAM 10K RUN: It was noted that this event scheduled to take place on 25 October had been cancelled.
634.	COVID-19 PREVENTATIVE BEHAVIOUR AND SYMPTOMS STUDY: A request from the University of Southampton to promote responses to this research was requested. It was AGREED to put this on the Council's social media.
635.	NEXT MEETING: It was AGREED that the next Committee meeting will be held online on Tuesday 1 December 2020 at 6.00pm.

Action Log

Contact NCC regarding the electrical faults relating to the Christmas lights and contact Santa and Egger for a 5.30pm photo at the tree on 27 November (minute 622c)	Councillor Cessford and Clerk
Arrange a further R Day Sub-Committee meeting (minute 622d)	Clerk/Councillors Gillanders and Pearson
Circulate info post-tourism strategy working group meeting (minute 622f)	Admin Officer/Councillor Hull
Contact HCP re TerracCycle (minute 625)	Clerk

Send any comments to the Clerk on the HSHAZ document (minute 627)	All
Contact Jez Light re Festival of Flame (minute 628)	Councillor Hull
Contact HCP re Goods Shed (minute 629)	Councillor Hull
Consider possible site for a new defibrillator (minute 630)	All
Contact Rector and NCC Pest Control (minute 632)	Councillors Hull and Cessford
Promote this research on social media (minute 634)	Admin Officer

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
GREEN FLAG AWARD FEEDBACK RECOMMENDATIONS

The Green Flag Award for St Andrew’s Cemetery has been awarded for the third consecutive year. Feedback on the management plan is generally good but the following recommendations have been made which this Committee is asked to consider:

“Criteria	Strengths	Recommendations
Biodiversity, Landscape and Heritage	Biodiversity is well mentioned and appears to be quite diverse, good to note surveys being undertaken eg moths It is evident that efforts are being made to attract more wildlife through various means. There seems to be a lack of heritage interpretation. Unless it requires inclusion	Bird survey – has one been completed? This would be a great community project and use of a whiteboard for recent sightings. Make note of heritage including the war graves, individual graves / people who have passed, buildings etc. Provide interpretation points.
Community Involvement	Bulb planting, heritage visits, dedication services, beekeeping and Brownies involvement occur. General recreational use by the local community (no dog walkers) is regular	Community involvement could be formalised, is there any potential of forming a Friends of Group, bringing together the various stakeholders? Good that the local Heritage group have benefitted and held an event, can this knowledge be used further for local schools, a general event for the community etc?
Marketing & Communication	Notice board and information displayed appropriate is there any info about community involvement, interpretation etc? appropriate and inf New website launched in 2019	The website (part of the Town Council) could be further improved. A good start but there is lots of interesting information that could be added. Community notices providing local information could be included in the notice boards. More positive engagement would benefit the wider use of the site. Eg greater mention of heritage including: wildlife and history”