



Ashington Town Council  
Town Hall  
65 Station Road  
Ashington  
Northumberland  
NE63 8RU

4<sup>th</sup> December 2023

**To All Members of the Council**

You are hereby summoned to attend a meeting of the **FINANCE & GENERAL SERVICE COMMITTEE MEETING**, in **THE COUNCIL CHAMBER, 65 STATION ROAD, NE63 8RU**, on **Tuesday 12<sup>th</sup> December 2023 at 6:00pm**.

The agenda for the meeting is set out below, along with associated papers. If you have any questions about any of the items on the agenda, please contact the office.

The meeting is open to the press and public. Our Risk Assessment requires that anyone wishing to attend the meeting, reads the risk assessment and meeting guidelines in advance. These are available on request, or via the Town Council website.

**Sarah Eden**  
**Executive Office/RFO**

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**AGENDA**

**1. WELCOME BY THE CHAIR**

The Chair will open the meeting.

**2. APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

**3. DISCLOSURE OF INTERESTS**

To receive any declarations of disclosable pecuniary interests and other interests in items on the agenda as required by the Code of Conduct for Members and by the Localism Act 2011.

*Members are also reminded that they need to regularly review their declarations of interest forms and ensure they remain up to date.*

**4. DISPENSATIONS**

To receive and consider any dispensations.

Tel: (01670) 624521

E-mail: [sarah.eden@ashingtontowncouncil.gov.uk](mailto:sarah.eden@ashingtontowncouncil.gov.uk)

Website: [www.ashingtontowncouncil.gov.uk](http://www.ashingtontowncouncil.gov.uk)

<https://www.facebook.com/ashingtontowncouncil>

<https://www.instagram.com/ashingtontc/>

## **5. PUBLIC PARTICIPATION**

The Chair to receive any items put forward by members of the public and to put questions to or draw relevant matters to the attention of the Council. This is for a period of 15 minutes overall and is limited to 3 minutes per person.

*Please email/telephone the Clerk with questions on items on the agenda no later than 5.00pm on Monday 11<sup>th</sup> December 2023.*

## **6. MINUTES OF LAST MEETING**

To receive and sign as a true record, the minutes of the meeting held on Tuesday 14<sup>th</sup> November 2023 (enc)<sup>i</sup>

## **7. CLERK AND OFFICER UPDATES**

To receive an update on items actioned since the previous meeting (to follow)<sup>ii</sup>

## **8. BUDGET AND EXPENDITURE 2023/24**

### ***a) Updated Budget Report***

To receive updated budget report and address any questions to the RFO (enc)<sup>iii</sup>

### ***b) Accounts Paid and to be Paid (including Bank Reconciliation)***

To receive a schedule of accounts paid and to be paid; to endorse those accounts paid, and agree those to be paid, since 2<sup>nd</sup> November 2023 (enc)<sup>iv</sup>

## **9. CASUAL VACANCY – CENTRAL WARD**

To receive and endorse the action taken by the Executive Officer, in consultation with Northumberland County Council Elections Office, to declare the vacancy following the death of Cllr Lawrence Henderson, and his funeral on 12<sup>th</sup> December (enc)<sup>v</sup>

## **10. ANNUAL GRANT AID FUNDING UPDATES**

### ***a) YMCA Northumberland***

To receive an update on work this year to date, and agree to release 2<sup>nd</sup> instalment of annual funding (to follow)<sup>vi</sup>

## **11. ENHANCED NEIGHBOURHOOD SERVICES PARTNERSHIP BOARD MEETING**

To receive a report of the meeting held on 21<sup>st</sup> November 2023, and agree any compliments, comments, or complaints to be brought to the next meeting (enc)<sup>vii</sup>

## **12. HIRST PARK LIAISON MEETING**

To receive an update from the meeting held on 29<sup>th</sup> November 2023, and a preliminary proposal in respect of the future memorandum of understanding and budgetary requirement required (enc)<sup>viii</sup>

## **13. NORTUMBERLAND MINERS' PICNIC 2023**

### ***a) Overview 2023***

To receive the 2023 Overview from Woodhorn (enc)<sup>ix</sup>, along with visitor postcode data and numbers (enc)<sup>x</sup>

### ***b) Response***

To agree a response in respect of the programme and activities, memorial service, feedback received, and budget, and agree any further questions.

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<https://www.instagram.com/ashingtontc/>

#### **14. GRIT BINS**

To agree to purchase two grit bins for the college ward that are outside of the criteria for provision by NCC (placed on the agenda by Cllr Mark Purvis) (enc)<sup>xi</sup>

#### **15. TREES**

To receive a quotation and consider the provision and first year maintenance of 29 replacement trees on NCC land near the Ashington Memorial Garden (*original trees planted by ATC*), opposite Hillcrest on Newbiggin Road, and North Seaton Road, and agree to place an order (enc)<sup>xii</sup>

#### **16. PROPOSED TRAFFIC RESTRICTIONS – CENTRAL PRIMARY SCHOOL (UPPER SITE) ASHINGTON**

To receive the proposal and agree any comments to be returned to NCC Highways (enc)<sup>xiii</sup>

#### **17. CHRISTMAS OFFICE OPENING/RESPONSE**

To note that the office will be closed from 3:00pm on Friday 22<sup>nd</sup> December and will re-open on Tuesday 2<sup>nd</sup> January 2024. During this time the main line into the office will allow answerphone messages that can be checked by the Executive Officer, and all mailboxes will be updated with appropriate autoresponse.

#### **18. DATE, TIME AND VENUE FOR THE NEXT MEETING**

Tuesday 13<sup>th</sup> February 2024, 6:00pm, Council Chamber.

#### **ENCLOSURES**

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- i Draft Minutes of the Finance and General Services Committee, 14<sup>th</sup> November 2023
  - ii Clerk and Officer Update, December 2023
  - iii Updated Budget Report 2023/24
  - iv Schedule of Accounts paid/to be paid
  - v Casual Vacancy Notice
  - vi YMCA (*to follow*)
  - vii Report of Enhanced Services Meeting, 21<sup>st</sup> November 2023
  - viii Update from Hirst Park Liaison, 29<sup>th</sup> November 2023
  - ix Miners Picnic 2023 Overview
  - x Visitor postcode data and numbers
  - xi Grit Bins
  - xii Redacted Quotation and Map of area
  - xiii Proposed Traffic Restrictions – Central Primary School (Upper Site), Ashington

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