



Ashington Town Council  
Town Hall  
65 Station Road  
Ashington Northumberland NE63 8RX  
Town Clerk: Sarah Eden

Tel: (01670) 624520 / 624521

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

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

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 8RX**, on **Tuesday 10<sup>th</sup> May 2022 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**  
Clerk to the Town Council

**3<sup>rd</sup> May 2022**

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## **AGENDA**

### **1. WELCOME BY THE CHAIR**

Welcome by Cllr Lynne Grimshaw.

### **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.

### **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 9<sup>th</sup> May 2022.*

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

To receive and sign as a true record, the minutes of the meeting held on Tuesday 12<sup>th</sup> April 2022 (enc)<sup>i</sup>

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

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

## **8. BUDGET AND EXPENDITURE 2022/23**

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

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

### ***b) Accounts Paid and to be Paid***

To receive a schedule of accounts paid and to be paid; to endorse those accounts paid and agree those to be paid, since 12<sup>th</sup> April 2022 (enc)<sup>iv</sup>

### ***c) Surplus Cashflow***

To agree that surplus funds available following the finalisation of the year-end should be held in a budget heading 'Emergency Grant Aid Funding,' within Grants and Subsidies, to be drawn upon if funding requests exceed the budgets available (enc)<sup>v</sup>

## **9. QUEEN'S JUBILEE FUNDING APPLICATIONS**

To receive a summary of the applications received, and agree individual awards and any associated publicity (enc)<sup>vi</sup>

## **10. HIRST PARK – MEMORANDUM OF UNDERSTANDING BETWEEN NORTHUMBERLAND COUNTY COUNCIL AND ASHINGTON TOWN COUNCIL**

To receive the Memorandum of Understanding (MOU) for Hirst Park, including the Clerk's added note on costs, and agree to approve that the Clerk signs the document, on behalf of the Council (enc)<sup>vii</sup>

## **11. ALEXANDRA ROAD PLAY AREA (Stephen Humphrey)**

### ***a) Play Area***

To receive a verbal update on the progress of the works to develop the play area.

### ***b) Standing Order 105 E (viii)***

To agree to suspend standing order 105 E (viii) to allow consideration of a single contract price, in view that the specification is identical to a contract already being delivered to a high standard in Paddock Wood and People's Park (enc)<sup>viii</sup>

### ***c) Security and Safety***

To receive a proposal from the Council's current provider of Closed-Circuit Television (CCTV) in Paddock Wood and People's Park, and agree to enter a new contract to supply, install and monitor CCTV at Alexandra Road Play Area (enc)<sup>ix</sup>

## **12. WOODHORN ROAD - PROPOSED TRAFFIC CALMING MEASURES**

To receive the details of a resident consultation on 75mm speed cushions on Woodhorn Road, from the roundabout to the junction of Hawthorne Road, to address concerns with speeding, and agree if the Town Council wishes to respond (enc)<sup>x</sup>, (enc)<sup>xi</sup>

## **13. ASHINGTON HOSPITAL LEVEL CROSSING SURVEY**

### ***a) Drop-in Session***

To receive formal notice of the drop-in session being held on Tuesday 17 May 2022 at YMCA Northumberland, North View, NE63 9XQ, between 2pm and 7:30pm.

### ***b) Consultation***

To receive formal notice of the online public consultation and agree to add a that a Town Council response be agreed at the Full Council meeting on 17<sup>th</sup> May 2022 (enc)<sup>xii</sup>

#### **14. ADDITIONAL TIERED PLANTERS (3)**

To agree the preferred location of three additional tiered planters that the Council has available and ready for planting, subject to landowners and highways permissions.

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

Tuesday 14<sup>th</sup> June 2022, 6:00pm, Council Chamber.

#### **16. EXCLUSION OF PRESS AND PUBLIC**

The Town Council is invited to consider passing the following resolution:

That the press and public be excluded from the meeting during consideration of the following items, permitted under Part I of Schedule 12A of the Local Government Act 1972 (as amended by the Local Authorities (Access to Information) (Exempt Information) (England) Order 2006) Act as the matter is confidential (1) Information relating to an individual, and (3) Information relating to business affairs.

#### **17. NEIGHBOURHOOD SERVICES OFFICER APPOINTMENT**

To agree to offer the post of Neighbourhood Services Officer, as recommended by the interviewing members of the Personnel Committee (*recommendation to follow as interviews are being held on Monday 9<sup>th</sup> May*)

#### **18. CHRISTMAS LIGHTS – PREFERRED SUPPLIER**

To agree a preferred supplier for the delivery of the town's Christmas Lights displays following a procurement exercise and presentations from interested providers.

## **ENCLOSURES**

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- <sup>i</sup> Draft Minutes of the Finance and General Services Committee, 12<sup>th</sup> April 2022
  - <sup>ii</sup> Clerk and Officer Update, March/April 2022
  - <sup>iii</sup> Updated Budget Report 2022/23
  - <sup>iv</sup> Schedule of Accounts paid/to be paid
  - <sup>v</sup> Surplus cashflow following the finalisation of year-end 2021/22
  - <sup>vi</sup> Summary of Queen's Jubilee Funding Applications Received
  - <sup>vii</sup> MOU Hirst Park - Northumberland County Council/Ashington Town Council
  - <sup>viii</sup> Standing Order 105 E (viii)
  - <sup>ix</sup> CCTV Proposal for Alexandra Road Play Area
  - <sup>x</sup> Woodhorn Road Speed Reduction Measures - Letter
  - <sup>xi</sup> Woodhorn Road Speed Reduction Measures – Consultation Plan
  - <sup>xii</sup> Ashington Hospital Level Crossing Survey