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30<sup>th</sup> June 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 8RX**, on **Tuesday 11<sup>th</sup> July 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.

A handwritten signature in black ink, appearing to read "Sarah Eden".

**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.

#### **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 10<sup>th</sup> July 2023.*

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

To receive and sign as a true record, the minutes of the meeting held on Tuesday 13<sup>th</sup> June 2023 (enc)<sup>i</sup>

#### **7. LEAVE OF ABSENCE DUE TO HEALTH**

##### ***a) Cllr Bob Walkinshaw***

To receive a leave of absence request from Cllr Bob Walkinshaw and agree in accordance with Section 85 of the Local Government Act 1972, to agree a dispensation that constitutes approval by the authority to accept non-attendance outside of the expected 6-month period for reason of ill health and recovery (enc)<sup>ii</sup>

##### ***b) Cllr Lawrence Henderson***

To receive a leave of absence request from Cllr Lawrence Henderson and agree in accordance with Section 85 of the Local Government Act 1972, to agree a dispensation that constitutes approval by the authority to accept non-attendance outside of the expected 6-month period for reason of ill health and recovery (enc)<sup>iii</sup>

#### **8. CLERK AND OFFICER UPDATES**

To receive an update on items actioned since the previous meeting (enc)<sup>iv</sup> *to be tabled*.

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

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

To receive updated budget report and address any questions to the Responsible Financial Officer (RFO) (enc)<sup>v</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 9<sup>th</sup> June 2023 (enc)<sup>vi</sup>

#### **10. ENHANCED NEIGHBOURHOOD SERVICES MEETING – 19<sup>th</sup> June 2023**

To receive the report of the meeting (enc)<sup>vii</sup>

#### **11. DETACHED YOUTH WORK**

##### ***a) Report of meeting held on 29<sup>th</sup> June 2023, and work delivered to date***

To receive a report of the liaison meeting held on 29<sup>th</sup> June 2023, and a summary of the work delivered to date, and agree any action (enc)<sup>viii</sup>

##### ***b) Cost of delivery***

To agree to pay the invoice for detached youth work delivered to date (enc)<sup>ix</sup>

#### **12. SMALL GRANT FUNDING – JULY 2023**

To receive a summary of the small grant applications received between 12<sup>th</sup> June – 30<sup>th</sup> June 2023, and agree any awards (enc)<sup>x</sup>

### **13. 2024-25 LOCAL TRANSPORT PLAN PROGRAMME CONSULTATION**

#### ***a) Request for Priorities and Guidance***

To receive a letter requesting the Council's top three highways and transport priority issues for this area (guidance notes included) (enc)<sup>xi</sup>

#### ***b) Last year's priorities and feedback***

To receive a note of the priorities agreed by Ashington Town Council last year, and the feedback received from Northumberland County Council on these priorities, acknowledging that two of the three priorities identified have been included in the programme (enc)<sup>xii</sup>

#### ***c) Record of NCC requests contained in Directory Database***

To receive and note the requests submitted by residents to NCC Highways throughout the year, which have been put in alphabetical order to identify any repeat requests (enc)<sup>xiii</sup>

#### ***d) Highways and Transport Priority issues***

To agree the top three priority issues to send to Northumberland County Council Highways, by 28<sup>th</sup> July 2023, for considered inclusion in the Local Transport Plan Programme 2023-24.

### **14. INTERACTIVE SPEED SIGNS**

#### ***a) Haydon Ward***

To receive a request from Cllr Brian Gallacher to take ownership of an additional interactive speed sign, to be located at Briardene that he will fund the purchase and installation of via his NCC Member's Local Improvement Scheme (MLIS). Maintenance costs are negligible, and this will become an asset of the Town Council.

#### ***b) Bothal Ward***

To receive a request from Cllr Lynne Grimshaw to take ownership of an additional interactive speed sign, to be located at A197 Pegswood entrance that she will fund the purchase and installation of via her NCC Member's Local Improvement Scheme (MLIS). Maintenance costs are negligible, and this will become an asset of the Town Council.

### **15. FURTHER NEW/REPLACEMENT LITTER BINS**

#### ***a) College Shops***

To receive a request from Cllr Mark Purvis to order and install seven replacement litter bins in and near College shops to further enhance the previously agreed environmental improvements. The bins have not been identified to be replaced this year, however Cllr Purvis will fund the purchase costs of £2,254 from his NCC Members Local Improvement Scheme (MLIS) to progress the replacements alongside other enhancements.

#### ***b) Central Ward***

To receive a request from Cllr Caroline Ball to order and install two new, and five replacement litter bins in the Central ward area to tackle issues of litter, and progress replacements due to age more quickly. New bins at the Car Park behind Bubbles, and South View have been agreed by NCC Local Services. The bins have not been identified to be replaced this year, however Cllr Ball will fund the purchase costs of £2,254 from her NCC Members Local Improvement Scheme (MLIS).

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

Members are invited to consider passing a resolution to exclude the press and public to allow the consideration of the next agenda item, which requires ongoing negotiation:

In accordance with the Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of

the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business, or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies."

## **17. PLAY AREAS**

### **a) Legal**

To receive a report on work carried out in respect of play areas and agree to delegate legal decisions relating to the play areas to the Executive Officer, as set out in the report (enc)<sup>xiv</sup>

### **b) Financial**

To agree to suspend Financial Regulation 3e) to allow the Executive Officer to incur spending above £2,000, which may be necessary to progress legal works in relation to play areas.

To note Financial Regulation 10d) ii) that omits specialist services provided by solicitors, accountants, and surveyors from the financial regulations in respect of orders for work.

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

Tuesday 12<sup>th</sup> September 2023, 6:00pm, Council Chamber.

## **ENCLOSURES**

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- <sup>i</sup> Draft Minutes of the Finance and General Services Committee, 13<sup>th</sup> June 2023
- <sup>ii</sup> Leave of Absence Request – Cllr Bob Walkinshaw
- <sup>iii</sup> Leave of Absence Request – Cllr Lawrence Henderson
- <sup>iv</sup> Clerk and Officer Update, July 2023 – to be tabled
- <sup>v</sup> Updated Budget Report 2023/24
- <sup>vi</sup> Schedule of Accounts paid/to be paid (**tabled**)
- <sup>vii</sup> Neighbourhood Services Partnership Meeting – 19<sup>th</sup> June 2023
- <sup>viii</sup> Detached Youth Work - YMCA
- <sup>ix</sup> YMCA invoice
- <sup>x</sup> Summary of Small Grant Applications received – July 2023 (**tabled**)
- <sup>xi</sup> LTP - Request for Priority issues/Guidance
- <sup>xii</sup> LTP Priorities agreed last year, with feedback from NCC
- <sup>xiii</sup> NCC Database of Requests
- <sup>xiv</sup> P&C Play Areas Report