



BLYTH TOWN COUNCIL

To: ALL MEMBERS OF BLYTH TOWN COUNCIL

You are hereby requested to attend an Extraordinary Meeting of **BLYTH TOWN COUNCIL** to be held in the Council Chamber, Arms Everytne House, Quay Road, Blyth, NE24 2AS on Thursday 19 November 2015 at **6.30 pm** or on the rising of the Extraordinary Meeting (whichever is the later).

The Agenda for the meeting is set out below

Please note that Public question time is scheduled to take place prior to this Meeting at 6.00 pm for 20 minutes

**STEPHEN RICKITT
TOWN CLERK (DEMOCRATIC SERVICES)
BLYTH TOWN COUNCIL**

12 November 2015

Would you please ensure that all mobile phones are switched off during the Meeting

AGENDA:

1	APOLOGIES FOR ABSENCE
2	DISCLOSURE OF INTERESTS AND GRANT OF DISPENSATIONS
3	MINUTES OF PREVIOUS MEETING
3.1	TO AGREE TO THE MINUTES OF THE MEETING HELD ON 17 SEPTEMBER 2015
4	MAYOR'S ANNOUNCEMENTS
5	MINUTES OF THE ALLOTMENTS COMMITTEE
5.1	<p>To adopt the minutes of the Allotments Committee held on 6 October 2015.</p> <p>Meetings were held with Allotment Associations on Thursday 5 November and Friday 6 November 2015. The discussions are continuing. It is anticipated that a further meeting of the Committee will be held in December 2015.</p>
6	MINUTES OF THE ASSETS COMMITTEE
6.1	<p>To adopt the minutes of the Assets Committee held on 8 October 2015.</p>
6.2	<p>To adopt the minutes of the Partnership Board held on 24 September 2015.</p>
6.3	<p>To adopt the minutes of the Partnership Board held on 29 October 2015.</p> <p>Attention is drawn to the recommendation to the name change of the Assets Committee to the Environmental Services Committee.</p>
7	MINUTES OF THE COMMUNITY GRANTS COMMITTEE
7.1	<p>To adopt the minutes of the Community Grants Committee held on 22 October 2015.</p>
8	COMPLAINTS AND GRIEVANCE COMMITTEE
	<p>To note a formal complaint has been received.</p>

<p>9</p> <p>9.1</p>	<p>MINUTES OF THE EVENTS COMMITTEE</p> <p>To adopt the minutes of the Events Committee held on 29 September 2015.</p> <ul style="list-style-type: none"> • Feedback from the Fireworks Event which was held on 1 November 2015. • Update on Christmas Lights Event to be held on 20 November 2015.
<p>10</p> <p>10.1</p>	<p>MINUTES OF THE FINANCE COMMITTEE</p> <p>To adopt the minutes of the Finance Committee held on 5 November 2015.</p> <p>Attention is drawn to:</p> <ul style="list-style-type: none"> • The discussion and agreement to move to payments via BACS. • Investigation into a change of bankers. • Debit card to be held in the office. • Recommendation from Finance Committee not to purchase the SAGE accounting software. • To confirm the allocation of £20,000 from reserve cash for the proposed building of Pods on the land next to the office.
<p>11</p> <p>11.1</p>	<p>MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE</p> <p>To adopt the minutes of the Planning and Development Committee held on 22 October 2015.</p> <p>The Committee welcomed Core Strategy document.</p>
<p>12</p> <p>12.1</p>	<p>MINUTES OF THE STAFF COMMITTEE</p> <p>To adopt the minutes of the Staff Committee held on 29 October 2015.</p> <p>Attention is drawn to the recommendation to adopt the new Job Descriptions, salary points and job titles (with the exception of Maureen Hawthorne's which has been deferred). These papers</p>

	<p>have already been circulated (should anyone wish for a further set please speak to a member of staff). A copy of the structure is attached.</p> <p>Staff Committee have agreed to the closure of the office at 12.00 noon on Christmas Eve.</p> <p>If the Council agrees the recommendation regarding the nature of the Assets Committee, the Council may wish to change the titles of the Assets Officers to Environmental Services Officer and Allotments Officer.</p>
13	ITEMS FOR INFORMATION AND URGENT BUSINESS
14	DATE OF THE NEXT MEETING
	<p>The next Meeting of the Full Council will be held on Thursday 21 January 2016 at 6.30 pm in the Council Chamber.</p>
15	<p>The Council may wish to consider any specific contractual or staff issues in private. If so, then the Council is recommended to resolve to exclude the public and the media under the provision of the Public Bodies (Access to Meetings) Act 1960 prior to any such discussion.</p> <p>It may be appropriate to defer any such discussion to the end of the meeting.</p>

MEMBERS OF THE COUNCIL:

Councillors: -

C Bruce
A Cartie
B W Elliott
K Ellis
A Gibbs-Barton
G T Knox
K Nisbet (Deputy Mayor)
M Parker (Mayor)
R Parker
J R Potts
O Potts
J Reid
L Rickerby
D Rutter
G Thompson
A Turnbull