



BLYTH TOWN COUNCIL

## BLYTH TOWN COUNCIL

**Minutes of the Meeting of BLYTH TOWN COUNCIL** held in the Council Chamber, Arms Everytne House, on Thursday 11 October 2018 at 6.30 pm

### **Present:**

Councillors: K Nisbet (Chair), E Anderson-Smith, D Carr, K Ellis, R Parker, J R Potts, O Potts, J Reid, M Richardson, S Stanger, W Taylor, G Thompson, G Webb

### **Officers:**

J Hughes, Town Clerk  
M Wilkinson, Deputy Town Clerk  
M Hawthorne, Committee Clerk  
A McCabe, Officer Manager

**Members of the Public: 3**

**Invited Guests: 8**

<b>1</b>	<b>Apologies For Absence</b>  Councillors: A Cartie, L Rickerby
<b>2</b>	<b>Disclosure of Interests and Grant of Dispensations</b>
<b>3</b>	<b>Presentation of Good Citizen Awards</b>  Councillor Nisbet gave some background information about the nominations for the awards and presented an individual Good

	<p>Citizen Award to Graham Short who has been a volunteer at Blyth RNLI for 20 years.</p> <p>An award was also presented to the founder of Engage, Ian Herron. Ian thanked the Council for the award and said it he accepted it on behalf of all his staff who have worked hard to make Engage a success adding that they work with young people who have been excluded from mainstream school, giving them a place in society and making them feel valued.</p> <p>Councillor Nisbet thanked Graham and Ian on behalf of the Town Council for their dedication and services to the community of Blyth.</p>
<b>4</b>	<p><b>Minutes of the Full Council held On Thursday 12 July 2018</b></p> <p>The Council agreed to ADOPT the minutes.</p>
<b>4.1</b>	<p><b>Matters Arising</b></p> <p>There were no matters arising.</p>
<b>5</b>	<p><b>Mayors Announcement</b></p> <p>The Deputy Mayor gave some information about the duties carried out by the Mayor during August and September including the Blyth Beach Sandcastle Competition, a dedication ceremony of the new branch of the Royal British Legion at Blyth Methodist church and a visit to Berwick to meet the Mayor and Freemen of the town. Other highlights include a visit by the Duke of Gloucester and Duchess of Northumberland on 6 September to the recently refurbished Cenotaph. The Duke said the Cenotaph is something Blyth should be proud of. On 11 September the Council held its second annual Blyth in Bloom competition. The standard was very high and it was a close run competition. Thanks were extended to the Officer Manager for her hard work on this event and the Mayor and Deputy Mayor presented her with some flowers.</p>
<b>6</b>	<p><b>Report on Delegated Actions</b></p> <p>There were no delegated actions to report.</p>
<b>7</b>	<p><b>Decision Report</b></p> <p><u>External Audit Return 2017/18 (appendix 1)</u></p>

The Town Clerk commented that the auditor raised a couple of minor issues. The Council accepted the information contained in the report.

#### Revised Standing Orders (appendix 2)

Council discussed and agreed the draft Standing Orders subject to the following amendments:

- Audio/Video Recordings – shall be destroyed after a 12 month period.
- Paragraphs to be numbered.
- Gender recognition throughout the document.

#### Revised Financial Regulations (appendix 3)

Council discussed the draft Financial Regulations. Councillor Parker raised a point regarding the reference throughout the document to the “Mayor and Chairs” and asked about the formalisation of that. The Town Clerk explained that although he has powers of delegation, he refers to the Mayor and Chairs to ensure transparency.

Councillor JR Potts moved that the Financial Regulations are approved as they are subject to the amendment with reference to gender recognition. The vote was 11 for and 2 against.

#### Retention Policy (appendix 4)

The Council agreed to the Retention Policy subject to the inclusion of retention times where there are none. The retention of audio/video recordings will also be added.

#### Review of New Governance arrangements

The Town Clerk referred to the recommendation outlined in the Decision Report. The Council agreed:

To a change in the complaints policy to ensure that complainants will receive a copy of responses prepared by Officers involved in the issue prior to the meeting.

That any member who has an interest in a working group issues is allowed to attend and contribute subject to the normal rules of debate, authority of the Chair and members code of conduct.

<b>8</b>	<p><b>Items for Information (not for discussion at Council)</b></p> <p>There were no items for information.</p>
<b>9</b>	<p><b>Minutes of the Environment Committee held on Tuesday 4 September 2018</b></p> <p>The minutes were circulated for information as all matters were resolved at the Committee.</p> <p>Minutes of the Partnership Working Group held on Thursday 26 July 2018 were approved by the Environment Committee.</p> <p>Minutes of the Partnership Working Group held on Thursday 27 September 2018.</p> <p>The Council agreed to ADOPT the minutes.</p>
<b>10</b>	<p><b>Minutes of the Community Development Committee held on Thursday 13 September 2018</b></p> <p>All matters were resolved at the Committee and the minutes are for information.</p> <p>Councillor Taylor raised a question regarding the grant application process and whether organisations are asked if they have applied to other bodies for funding. The Town Clerk advised that the policy had recently been revised but this is something that can be re-visited.</p>
<b>11</b>	<p><b>Minutes of the Governance Committee held on Thursday 27 September 2018</b></p> <p>All matters were resolved at the Committee and the minutes are for information.</p> <p>Councillor Parker raised a point that there are 4 Councillors who are not on Committees who may wish to comment, however they are able to raise any issues with the Chair. A query was also raised as to why the minutes from the individual Committees are included on the Full Council agenda if they are not for discussion. Councillor J R Potts commented that a non-Committee member</p>

	cannot raise an issue with the minutes.  It was agreed that this matter will be clarified.
<b>12</b>	<b>Any Other Business</b>  There was no other business.
<b>13</b>	<b>DATE OF THE NEXT MEETING</b>  The next meeting of the Full Council will be held on <b>Thursday 17 January 2019</b> in the Council Chamber, Arms Everytne House.

### **MEMBERS OF THE COUNCIL**

A Cartie (Mayor)  
 K Nisbet (Deputy Mayor)  
 E Anderson-Smith  
 D Carr  
 K Ellis  
 R Parker  
 J R Potts  
 O Potts  
 J Reid  
 M Richardson  
 L Rickerby  
 S Stanger  
 W Taylor  
 G Thompson  
 D Walls  
 G Webb