



BLYTH TOWN COUNCIL

Minutes of the Annual General Meeting of BLYTH TOWN COUNCIL held in the Council Chamber at Arms Everytyn House, Blyth on Thursday 10 May 2018, at 6.30 pm

Present:

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

Officers:

Joseph Hughes Town Clerk
Malcolm Wilkinson Deputy Town Clerk
Maureen Hawthorne Committee Clerk

Members of the Public: 5

Min No	
1	<p>Election of the Mayor</p> <p>The current Mayor, Councillor J R Potts said he and Councillor O Potts have enjoyed their year in office and took the opportunity to thank everyone who elected them. Throughout the year Councillor Potts has regularly posted updates on the BTC website of the numerous charity events they attended and their work with voluntary organisations. He extended thanks to the Customer Services Assistant for his support in keeping the information up to date.</p> <p>There have been visits to and from Solingen where Councillors were recently warmly welcomed. The Oberburgermeister gave gifts which were displayed at the meeting. A letter of thanks will be sent to the Oberburgermeister.</p>

	<p>Councillor Potts thanked the General Services Officer and General Services Assistant for their continued work with allotments, playgrounds, grass cutting etc.</p> <p>Moving onto the Royal Warwickshire Event, organisation to commemorate the soldiers who drowned of Blyth Beach in 1917, Councillor Potts thanked the Office Manager for her hard work in helping deliver an excellent event. This event also marked the unveiling of the first blue plaque.</p> <p>There are now 14 blue plaques on buildings throughout Blyth with more to follow. The Committee Clerk was thanked for her work with these.</p> <p>The Events Co-ordinator has been instrumental in securing press releases and press interviews to promote events in Blyth and everyone is looking forward to the Northumberland Live event on 23 June.</p> <p>Councillor Potts thanked the Town Clerk and the Deputy Town Clerk for their support in keeping the Council running smoothly over the past 12 months, particularly during some difficult times.</p> <p>At the Royal Wedding on 19 May 2018 the following people will be attending; D Gregson, a Teacher at Newsham Primary School, Jackie Long from Silx and Lindsey Durward from the Blyth Battery. There may be others the Council are not aware of.</p> <p>Councillor Nisbet nominated Councillor Cartie for the position of Mayor of Blyth Town Council. This was seconded by Councillor Richardson.</p> <p>This was AGREED by the Council.</p> <p>Councillor Cartie thanked Councillors for electing him as Mayor. He presented Councillor J R Potts with his Past Mayor's medal and thanked him for his hard work over the past year.</p>
2	<p>Receive the Mayor's Declaration of Acceptance of Office</p> <p>Councillor Cartie signed the declaration of acceptance office.</p>
3	<p>Election of Deputy Mayor</p> <p>Councillor Taylor nominated Councillor Nisbet for Deputy Mayor. This was seconded by Councillor Reid.</p>

4	<p>Apologies for absence</p> <p>Councillors: K Ellis, L Rickerby and G Webb.</p>												
5	<p>Disclosure of Interests and the Grant of any Dispensations</p> <p>None.</p>												
6	<p>To appoint representatives of Outside Bodies</p> <table data-bbox="288 584 1394 815"> <tr> <td>NALC</td> <td>Councillor J R Potts</td> </tr> <tr> <td>Disabled Forum</td> <td>Councillor O Potts</td> </tr> <tr> <td>LMAPS/COSH</td> <td>Councillor M Richardson</td> </tr> <tr> <td>Friends of Ridley Park</td> <td>Councillor W Taylor</td> </tr> <tr> <td>Young People</td> <td>Councillor A Cartie</td> </tr> <tr> <td>BRIC</td> <td>Councillor E Anderson-Smith</td> </tr> </table>	NALC	Councillor J R Potts	Disabled Forum	Councillor O Potts	LMAPS/COSH	Councillor M Richardson	Friends of Ridley Park	Councillor W Taylor	Young People	Councillor A Cartie	BRIC	Councillor E Anderson-Smith
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7 To agree the establishment of the following Committees & Sub Committees of the Town Council					
Standing Committee	Total	Lab	Lib Dem	Con	Lab D Walls
Environment (includes Allotments/Partnership etc)	12	8	2	1	1
Community Development (includes Planning/Community Grants/Community Events etc)	12	8	2	1	1
Governance (includes Strategic Priorities/Budgets/Staff/Complaints etc)	12	9	3	0	0
Total	36	25	7	2	2
Proportion %	100 %	68.7 %	18.7 %	6.25 %	6.25 %
Labour need to allocate to Committees – 8,8,9 members Lib/Dem need to allocated 2,2,3 members Single members will be allocated to remaining seats by ballot if necessary					
Sub Committees					
Complaints & Grievance (Governance)	9	6	2	1	0
Planning (Community Development)	9	6	1	1	1
Staff (Governance)	9	6	2	0	1
Total	27	18	5	2	2
Proportion %	100	68.7	18.7	6.25	6.25
Lib/Dem need to allocated 2,2,1 members Single members will be allocated to remaining seats by ballot if necessary					
Working Groups e.g. Community Grants/Events/Partnership					
Proportion % (any recommendations of a working group needs appropriate Standing Committee Approval)	100	68.7	18.7	6.25	6.25
Partnership	7	5	1	0	1
Community Grants	7	5	1	1	0
Events	7	5	1	1	0

<p>7</p>	<p>ESTABLISHMENT OF COMMITTEES</p> <p>Councillor Walls advised Council that he has contacted the Labour Party in London, who have confirmed that he is still a Labour Councillor and should not be recorded as an independent.</p> <p>The Town Clerk moved that the Council proceed on the basis that Councillor Walls has been suspended by the Labour party and he will investigate the response Councillor Walls received outside of the Council meeting.</p>
<p>8</p>	<p>The following provision shall only apply to the Complaints and Grievance Panel</p> <p><i>"Where any member of the Committee is unable to attend a scheduled meeting of that body, for a reasonable reason, then a representative of that political group (if any), to which that member belongs, may, by written notice to the proper officer at any time before the day of the meeting in question, authorise the proper officer to make a change to the standing appointments of the committee to substitute an alternative member for the duration of that meeting."</i></p>
<p>9</p>	<p>To appoint members to the Committees for the next Municipal Year</p> <p><i>NB Councillors appointed to Committees shall so act until the next Annual Meeting of the Council or until they cease to be a Town Councillor or they are removed by a resolution of the Council.</i></p> <p>The Council then stood adjourned for a short period to enable the Committees to elect their respective Chairs and Vice-Chairs. A list of the various Committee memberships was passed to the Town Clerk.</p>
<p>10</p>	<p>Environment Committee Meeting to be held after Agenda Item 9 to elect the Chair and Vice-Chair</p> <p>The Council AGREED that Councillor O Potts is to be the Chair of the Environment Committee with Councillor Richardson as the Vice-Chair.</p>

11	<p>Community Development Committee Meeting to be held at the rising of the Environment Committee to elect the Chair and Vice-Chair</p> <p>The Council AGREED that Councillor Nisbet is to be the Chair of the Community Development Committee with Councillor Cartie as the Vice-Chair.</p>
12	<p>Governance Committee Meeting to be held at the rising of the Community Development Committee to elect the Chair and Vice-Chair</p> <p>The Council AGREED that Councillor J R Potts is to be the Chair of the Governance Committee with Councillor Taylor as Vice-Chair.</p>
13	<p>Complaints and Grievance Sub-Committee Meeting to be held at rising of the Governance Committee Meeting to elect the Chair and Vice-Chair</p> <p>The Council AGREED that Councillor J R Potts is to be the Chair of the Complaints and Grievance Sub-Committee with Councillor Taylor as the Vice-Chair.</p>
14	<p>Planning & Development Sub-Committee Meeting to be held at rising of the Complaints and Grievance Sub-Committee to elect the Chair and Vice-Chair</p> <p>The Council AGREED that Councillor J R Potts is to be the Chair of the Planning & Development Sub-Committee with Councillor Cartie as the Vice Chair.</p>
15	<p>Staff Sub-Committee Meeting to be held at rising of the Planning & Development Sub-Committee to elect the Chair and Vice- Chair</p> <p>The Council AGREED that Councillor J R Potts is to be the Chair of the Staff Sub-Committee with Councillor Taylor as Vice-Chair.</p>
16	<p>Community Grants Working Group to be held at rising of Staff Sub-Committee to elect the Chair and Vice-Chair</p> <p>The Council AGREED that Councillor J R Potts is to be the Chair of the Community Grants Working Group with Councillor Taylor as Vice Chair</p>

17	<p>Events Working Group to be held at rising of Community Grants Working Group to elect a Chair and Vice-Chair</p> <p>The Council AGREED that Councillor Nisbet is to be the Chair of the Events Working Group with Councillor Cartie as Vice-Chair.</p>
18	<p>Partnership Working Group to be held at rising of Events Working Group Committee to elect the Chair and Vice-Chair</p> <p>The Council AGREED that Councillor O Potts is to be the Chair of the Partnership Working Group with Councillor Richardson as Vice-Chair.</p>
19	<p>Minutes of the Previous Council Meeting</p> <p>The Council agreed to ADOPT the minutes of the Special Full Council Meeting held on Thursday 8 March 2018.</p>
20	<p>Minutes of Allotments Committee</p> <p>There have been no meetings of the Allotments Committee since the last meeting of the Town Council.</p>
21	<p>Minutes of Community Grants Committee</p> <p>There have been no meetings of the Community Grants Committee since the last meeting of the Town Council.</p>
22	<p>Minutes of Environmental Services Committee</p> <p>The Council agreed to ADOPT the minutes of the Environmental Services Committee held on 10 April 2018.</p> <p>Partnership Board</p> <p>The Council agreed to ADOPT the minutes of the Partnership Board meeting held on 29 March and 26 April 2018.</p>
23	<p>Minutes of Events Committee</p> <p>The Council agreed to ADOPT the minutes of the Events Committee held on 27 March (Part I and II) and 17 April 2018 (Part I and II).</p>
24	<p>Minutes of Finance Committee</p> <p>The Council agreed to ADOPT the minutes of the Finance Committee held on 5 April 2018.</p>

<p>25</p>	<p>Minutes of Planning & Development Committee</p> <p>The Council agreed to ADOPT the minutes of the Planning & Development Committee held on 5 April 2018.</p> <p>Councillor J R Potts asked Council to consider a new nomination for a blue plaque.</p> <p>Council agreed to the nomination. Committee Clerk will progress this.</p>
<p>26</p>	<p>Minutes of Staff Committee</p> <p>There have been no meetings of the Staff Committee since the last meeting of the Town Council</p>
<p>27</p>	<p>Minutes of the Policy Working Group</p> <p>The Council agreed to ADOPT the minutes of the Policy Working Group held on Thursday 8 March 2018.</p>
<p>28</p>	<p>Register of Interests</p> <p>The Town Clerk reminded Councillors to regularly review their personal interests and agreed to circulate the relevant form for them to complete.</p>
<p>29</p>	<p>Finance</p> <ul style="list-style-type: none"> • Approval of the Annual Governance Statement for 2017/18 • Approval of the Accounting Statements for 2017/18 – Section 2 • Approval of the Annual Internal Audit Report for 2017/18 • Council’s Internal Auditor’s Report <p>Council approved the above papers which will be signed by the Mayor and sent to the External Auditor.</p>
<p>30</p>	<p>Items for Information and Urgent Business</p> <p>This item is only for items of information to be given to Town Councillors and for items which either the Committee Chair or Town Clerk consider to be genuinely urgent.</p>

31	<p>Date and Time of Next Meeting</p> <p>The next meeting of the Full Council will be held on Thursday, 12 July 2018 at 6.30 pm in the Council Chamber, Arms Everytne House.</p>
32	<p>PART II</p> <p>Pursuant to the Public Bodies (Admission to Meetings) Act 1960; that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and they are instructed to withdraw.</p>

MEMBERS OF THE COUNCIL:

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