



BLYTH TOWN COUNCIL

Minutes of the Assets Committee held in the Council Chamber at Arms Everytne House on Tuesday 8th October 2013 at 6.30pm.

Present:

Councillors:

R Parker(Chair/Mayor), K Ellis (Vice-Chair), B W Elliott, J R Potts, O Potts, J Reid, L Rickerby, D Rutter and A Turnbull.

Also present:

Stephen Rickitt – Town Clerk (Democratic Services)

Sean Robinson – Assets Officer

Liam Forsyth – Committee Clerk

022/13/01: APOLOGIES FOR ABSENCE

Apologies were received from Councillor A Turnbull and Councillor L Rickerby.

023/13/02: DISCLOSURES OF INTEREST AND GRANT OF ANY DISPENSATIONS

None.

024/13/03: MINUTES OF THE ASSETS COMMITTEE HELD ON THE 13th AUGUST 2013

Discussion was held regarding the Commemorative Wall, it was noted that this is to be dealt within the Asset Officer's report.

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The Town Clerk (Democratic Services) informed the Committee that he had been investigating the ownership of the sensory garden. It was commented that neither Northumberland County Council nor ARCH owned the site and that it was his belief that it was in the ownership of the Port of Blyth. It was discussed that this is to be raised at the next Meeting of the Planning and Development Committee. **Action: SER/LF**

Councillor J Reid commented that he had some recollection of this being discussed at Blyth Valley. The Town Clerk (Democratic Services) commented that the investigation is to continue, including potential avenues for community match funding. **Action: SER**

Councillor J R Potts outlined his proposal for standardised items of the Agendas. It was noted that this was in order to cover all the assets of the Town Council and assist with the standardisation of associated issues.

The Minutes of the Assets Committee held on the 13th August 2013 were **AGREED** as a true record and signed by the Chair.

025/13/04: ASSETS OFFICER'S UPDATE REPORT

The Assets Officer provided an outline of his report which had been pre-circulated. The report was outlined under the following sub headings:

Litter bins

The Assets Officer outlined the spending associated with the purchase of 90 new bins. It was noted that most of the bins had been delivered to Northumberland County Council's Cowley Road depot. The bins which are awaited were the large galvanised steel bins.

The Committee was informed that he has been in contact with Jimmy Reith at Northumberland County Council. It was noted that the bins surrounding the Morrison's store had been removed. It was noted that contact is to be sought with Morrisons. **Action : SR**

It was further noted that a request had been received regarding the site between Wilkinsons and Morrisons. **Action: SR**

Councillor B W Elliott enquired as to whether a log of the bins was being held. It was commented that a log of actions was needed. The Assets Officer commented that this had now been achieved and noted that the stickers are being produced.

Discussion then went on to plans and the management of the future replacement of such assets.

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Councillor K Ellis discussed this area, outlining the need for a planned structure to be organised over 3-4 years. It was noted that a visual inspection needs to be conducted and that this could take place when the bins were being emptied.

The Town Clerk (Democratic Services) commented that he would be interested to see the average life expectancy of bins within the Town noting that this could represent a key finding from proposed amendments.

The Assets Officer commented that he was seeking to pinpoint the placement of bins within in Blyth responding to their use and placement.

The Town Clerk (Democratic Services) noted that as ever, Councillors represented eyes on the ground within the Town and urged co-operation in order to address arising issues.

Play Areas

It was commented that contact had been made with Northumberland County Council and this was to continue to develop.

The Assets Officer informed the Committee that he had been informed that circa £90,000 was available across the County and that an application form was available.

Councillor B W Elliott informed the Committee regarding problems and experienced and discrepancies regarding Section 106 monies. It was commented that the Town Council should be seeking a list of all the Section 106 funding available within the Town.

The Town Clerk (Democratic Services) provided an outline of the bidding process associated with Section 106 monies.

It was noted that the Assets Officer is to send out the application forms to all Councillors. **Action: SR**

The Assets Officer further commented that this money can be used for improvements as well as new projects.

Councillor J R Potts enquired regarding whether Blyth Town Council is to seek removal of sand pits within our Playgrounds.

Councillor R Parker enquired as to whether the raking of such areas is included within the contract. The Assets Officer commented that he was seeking further contact with Paul Long regarding the playground

Subject to ratification

inspections. It was noted that the replacement of such sites was to be part of a long term plan.

In order to not miss this round it was commented that a quick inspection needs to be conducted and that a decision was to be made by the Chair/Vice Chair.

Councillor B W Elliott enquired as to whether Blyth Town Council actual had to bid for these monies. It was reiterated that a list of Section 106 monies allocated for Blyth should be sought in order to complete that Assets process in the Town. Councillor J Reid commented that it is important to remember that this money was Northumberland County Council's rather than Blyth Town Council.

It was **AGREED** that authority is to be delegated to the Chair and Vice Chair.

Bus Shelters

It was outlined that the 1st round of cleaning had been conducted and that the 2nd is to take place at the end of February/ early March.

The Town Clerk (Democratic Services) commented that the Assets Officer had been making progress on the list and noted that the Town Council is now to be consulted by the County Council regarding future provision.

Councillor O Potts commented that some bus shelters were still awaiting repair. The Assets Officer commented that he was still awaiting the quote.

Councillor O Potts noted that repairs were required at shelters on Broadway, Park Farm Villas, Black Diamond and on Briardale Road.

Action: SR

Councillor R Parker enquired as to whether there was potential to ensure that all the shelters are to be painted blue. The Assets Officer informed the Committee that he had had conversations with Dave Bamford at Northumberland County Council and was assured that all future bus shelters are to be painted Blyth blue.

The Assets Officer also provided an update regarding the bus shelters at Westcourt. It was noted that a quote is awaited. The Town Clerk (Democratic Services) commented that he was to investigate the process with insurers regarding this incident. **Action: SER and SR**

Councillor J Reid informed the Committee regarding the previous proposals for him to provide bus shelters. Issues were outlined as to why

Subject to ratification

this was not proceeding as planned however possible outcomes were discussed.

Seating

Regarding the seating it was outlined that the first clean has been conducted and that the seats are to be painted blue.

War Memorials

The Assets Officer commented that he had been in conversation with the War Memorials Trust regarding future proposals and current War Memorials in Blyth. It was noted that a grant had been applied for to maintain and update the Memorials.

The Town Clerk (Democratic Services) commented that he was seeking to work with the County Council regarding seeking a working arrangement rather than a land transfer.

The future provision of a commemorative wall was also discussed.

It was **AGREED** that a working group is to be set up to investigate a commemorative wall. This is to consist of Councillor J Reid, Councillor R Parker, Councillor K Ellis and Councillor J R Potts.

Councillor J Reid enquired as to whether moving Cowpen Memorial had been considered. It was **AGREED** that this is to be investigated.

Previously noted complaints regarding the Memorial at Cowpen was discussed. It was noted that contact is to be sought with Northumberland County Council in order to arrange the smooth running of the Remembrance Day services.

Councillor J R Potts commented that used to be within the SLA however is not within the proposed contract with Northumberland County Council. The Assets Officer commented that this was to be amended in order to reflect such. **Action: SER**

The closure of Bebside Welfare and the associated War Memorials was also discussed. It was noted that the Assets Officer and the Committee Clerk were to inspect the site with the permission of the letting agent. Councillor R Parker commented that he was to speak with the Blyth Academy regarding potentially siting the memorial within its grounds.

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Toilets

Regarding the toilets it was confirmed that the Officers are awaiting confirmation from Northumberland County Council.

Grass

The Assets Officer commented that the 10 cuts had been completed noted that the proposed extra cuts have been scheduled. It was further outlined that the same schedule applies for Homes for Northumberland.

Allotments

Discussion was held regarding the potential site at 9th Avenue. It was commented that the Assets Officer and Committee Clerk had visited the site and that further contact is ongoing regarding other potential sites.

The Assets Officer also outlined the current situation with the proposed site at Beatrice Avenue noting that he hoped progress would move at haste in the coming months.

Councillor R Parker enquired as to when the notice had been served and the current legal position regarding the site. The Town Clerk (Democratic Services) commented that he was to investigate the legality regarding potential agricultural tenancy. **Action: SER**

Plaques

The Assets Officer commented that a quote had been sought from victory signs for the provision of the plaques with 2 potential designs.

Councillor J Reid wished to reiterate his objection noting that he wished not to leave a focus on such an industry as Blyth was a Town of many industries.

Wider concerns were also raised about the future of the Market Place. Discussion was held regarding the need for a clear vision of what we would like the Market Place to be and represent.

The Town Clerk (Democratic Services) commented that he had hoped the Benchmarking Scheme would act as a focus for Town Centre regeneration.

It was **AGREED** that the aforementioned issues about the Market Place are to be raised via the Planning and Development Committee following on from the Benchmarking Scheme.

026/13/05: PRELIMINARY DISCUSSIONS REGARDING BUDGET BIDS FOR 2014/2015

The Town Clerk (Democratic Services) commented that this item represented a chance to start the ball rolling on the considerations for the forthcoming years budget.

Discussions has held regarding developing and enhancing upon the service relationships held with Northumberland County Council in order to provide the best service for Blyth.

The Town Clerk (Democratic Services) outlined the prospect of seeking further co-funding projects.

027/13/06: UPDATE ON CONTRACT WITH NORTHUMBERLAND COUNTY COUNCIL

The Town Clerk (Democratic Services) commented that this was in the final stages of completion. It was noted that this is to be emailed to all Councillors upon completion including updated lists.

Councillor J R Potts enquired regarding percentage increases. **Action:**
SER

028/13/07: UPDATE ON STREET LIGHTING

The Town Clerk (Democratic Services) commented that following on from the Meeting in July that Gavin Barlow is to provide outline and quotes.

Councillor J Reid commented that at the meeting of the Policy Board at Northumberland County Council, a large scale replacement and refurbishing project of street lighting had been agreed.

029/13/08: ANY OTHER BUSINESS AND ITEMS FOR URGENT ATTENTION

The Town Clerk (Democratic Services) commented that the Office had received its Assets Plan and the Assets Officer had made an 'Assets Wall'. Councillor J Reid and O Potts commented the work of the Assets Officer in getting on top of the work in hand.

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030/13/09: DATE OF THE NEXT MEETING

It was **AGREED** that the next meeting of the Assets Committee is to be held on Tuesday 10th December 2013 at 6.30pm in the Council Chamber at Arms Everyne House.

MEETING CLOSED AT 8.05pm.

MEMBERS OF THE ASSETS COMMITTEE:

Councillor R Parker (Chair/Mayor)
Councillor K Ellis (Vice-Chair)
Councillor B W Elliott
Councillor J R Potts
Councillor O Potts
Councillor J Reid
Councillor L Rickerby
Councillor D Rutter
Councillor A Turnbull

Copy to all remaining Town Councillors for information

Signed by the Chair:

Date: