



BLYTH TOWN COUNCIL

TO: ALL MEMBERS OF THE COMMUNITY DEVELOPMENT COMMITTEE

You are hereby requested to attend a meeting of **Blyth Town Council's Community Development Committee** to be held in the Council Chamber, Arms Everytne House, Quay Road, Blyth, NE24 2AS, on Tuesday 12 March 2019 at 6.30 pm

The Agenda for this meeting is set out below

**Joseph Hughes
Town Clerk
Blyth Town Council**

Date 5 March 2019

Electronic devices can be used to access Committee papers. Please ensure that mobile phones are switched to silent mode during the meeting

Information reports that have been circulated with this agenda will not form part of the meeting. The contents are intended for information only. Should any member have questions or want further information about the items, please contact the Town Clerk and Deputy Town Clerk in the first instance.

AGENDA

| | |
|----------|--|
| 1 | Apologies for Absence |
| 2 | Disclosure of Interests and Grant of Dispensations |
| 3 | Minutes of Community Development Committee held on Tuesday 27 November 2018 (part I and II) and Thursday 17 January 2019 To note the minutes as a true record. |

| | |
|-----------------|---|
| <p>4</p> | <p>Community Grant Applications</p> <p>New Applications</p> <ol style="list-style-type: none"> 1. Great North Air Ambulance Service 2. Community Food and Friendship 3. VoiCeS Northumberland Ltd 4. Blyth Tall Ship 5. Trakkies of Briardale <p>Northumberland Community Bank</p> <p>Request to change use of funds (please see attached email extract from Lauren Langton).</p> |
| <p>5</p> | <p>Decision Report</p> <p>Please see attached decision report in respect of:</p> <ol style="list-style-type: none"> 1. Northumberland Live – change of name (Appendix 1) 2. Draft Cultural Strategy (Appendix 2) 3. Table of Events (Appendix 3) 4. Charitable Organisations at Events (Appendix 4, 5 & 6) 5. Christmas Lights |
| <p>6</p> | <p>Information Report</p> <ol style="list-style-type: none"> 1. Please see attached report from the Events Co-ordinator. 2. Please see attached appendices following the decision of the previous Committee with regard to Community Funding: <p>Appendix 1 Amended Application Form Appendix 2 Amended Letter (successful applicants) Appendix 3 Community Grant Policy 2019/2020</p> |
| <p>7</p> | <p>Delegated Actions Report</p> <p>There are no delegated actions to report.</p> |
| <p>8</p> | <p>Items for Information and Urgent Matters</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> |

| | |
|------------------|--|
| <p>9</p> | <p>Date and Time of Next Meeting</p> <p>The next meeting of the Community Development Committee will be held on Thursday 13 June 2019 at 6.30 pm in the Council Chamber, Arms Everytne House.</p> |
| <p>10</p> | <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> <p>Events Co-ordinator's Contract</p> <p>Please see attached Decision Report (Part II)</p> |

Members of the Community Development Committee

K Nisbet (Chair) W Taylor
A Cartie (Vice-Chair) D Walls
E Anderson-Smith
D Carr
K Ellis
J R Potts
O Potts
M Richardson
L Rickerby
S Stanger

BLYTH TOWN COUNCIL

MISSION STATEMENT

Blyth Town Council is committed to participating fully in the development of a vibrant and growing community that will encourage business and community activity.

ROLE OF THE COUNCIL

- To promote the environmental, social and economic wellbeing of the town and its community.
- To provide high quality core services in the most effective and efficient manner which will deliver the Council's agreed priorities and objectives.
- Provide leadership and be a voice for the community in all matters which impact on the town and the community.
- To work in partnership locally and regionally to meet common goals and outcomes.

Terms of Reference - Community Development Committee

The Committee will be responsible for the management, research and development of the following areas.

Consideration of any **strategic** or **contentious** planning applications which are subject to consultation by the principal authority e.g. Northumberland County Council.

Making recommendations to the Council on any plans or proposals for the development, or wellbeing of the town.

Management and development of the Council's grants scheme in conjunction with the development of a programme of events which will deliver the Council's strategic objectives with regard to the economy, social, and environmental priorities.

To review priorities and policies in relation to the economic wellbeing of the town and to make recommendations to the Council regarding any changes in those priorities and policies.

Preparation of an annual service budget, both capital and revenue, with proposals over a three year period, and submitting these proposals through the Governance Committee within a timetable to enable the Council to set a fixed budget and agree a precept within the statutory guidelines.

To agree service action plans on service standards and outcomes to be achieved in line with its approved budget.

To monitor and review those action plans and budget performance at each committee meeting and report to the Council through the Governance Committee.

General Scheme of Delegation to Committees

1.(a) The Council resolves to delegate to every Committee of the Council full powers to act in all matters covered by the Committee's Terms of Reference **subject to:-**

- a. the provision of any Standing Order or Financial Regulation for the time being in force, except where such Order or Regulation has been specifically waived by resolution of the Council.
- b. Prior Council approval of annual capital and revenue estimates.
- c. Any scheme requiring application for consent to borrow having first been approved by Council and loan sanction secured.
- d. When matters of major policy are involved, the existence of a policy approved by the Council. In the absence of such policy, Committees and any Sub-committees may consider the matter and make recommendations to the Council via the Governance Committee.

Major Policy will rise either:

- a. On matters of major importance which have not previously been before the Council or
- b. Matters which have arisen in other committees or Sub-Committees but which cannot be resolved by them in the absence of agreed Council policy or
- c. In cases of doubt where major policy is involved, the Chair of the Council or Chairs of any other Committee or Sub-Committee, or in their absence the appropriate Vice-Chair may, before a decision is taken, state that a matter of major policy is involved.
- d. Prior Council approval to recommendations for the allocation of duties, powers and guidelines to Committees.

1. (b) The exercise by Committees of the powers shall be without derogation to the powers of the Council to call for a report on any Committee decision.

1. (c) Every Committee shall have power to authorise an Officer, after consultation with the Chair of the Committee, to take decisions on specific urgent matters falling within its own Terms of Reference as it sees fit.

1. (d) Notwithstanding the powers delegated to Committees, the Council retain the right to exercise such powers where necessary.

Powers delegated to the Town Clerk;

Power to respond to any urgent request for response to consultation requests in connection with any planning application subject to consultation with a panel of the three Committee Chairs (or Vice-Chair) and the Chair of the Town Council.

Routine consultation on proposed planning applications will be dealt with by the Committee if they are within the required timescale, otherwise they will be referred to the delegated powers (as above). Either the Committee or the panel will have the power to refer a planning item to a planning Sub-Committee as and when necessary.

0003 COMMUNITY DEVELOPMENT COMMITTEE

| 900 | PLANNING & DEVELOPMENT | BUDGET |
|-------------|--|-------------------|
| 901 | Town planning consultation | 2,000.00 |
| 902 | Heritage Issues | 8,000.00 |
| 999 | Contingencies | 0.00 |
| 1000 | EVENTS | |
| 1001 | Events Co-ordinator retainer | 22,000.00 |
| 1004 | Easter Event | |
| | Expenditure | 3,000.00 |
| 9006 | 61 Income - Vendors etc | |
| 9007 | 71 Income - Donations | |
| | Net Exp/Inc Easter Event | |
| 1005 | Smooth Sundays | |
| 1006 | Summer Beach Events | |
| | Expenditure | |
| 9006 | 62 Income - Vendors etc | |
| 9007 | 72 Income - Donations | |
| | Net Exp/Inc Summer Fair | |
| 1007 | Alive in Blyth (carnival) | 10,000.00 |
| 1021 | Autumn/Fireworks event | |
| | Expenditure | 25,000.00 |
| 9006 | 63 Income - Vendors etc | 2,000.00 |
| 9007 | 73 Income - Donations | 2,500.00 |
| | Net Exp/Inc Autumn Event | |
| 1031 | Christmas Festival - Entertainment | |
| | Expenditure | 15,000.00 |
| 9006 | 64 Income - Vendors etc | 250.00 |
| 9007 | 74 Income - Donations | 250.00 |
| | Net Exp/Inc Christmas Entertainment | |
| | Events to be agreed (remaining total for delivery and events strategy) | 11,000.00 |
| | Expenditure Delivery of Events and Strategy | 86,000.00 |
| 1002 | Events General - Licences etc | 1,200.00 |
| | Christmas Festival - Lighting | |
| 1026 | Expenditure | |
| 9005 | 56 Income | |
| | Net Exp/Inc Christmas Lighting | 30,000.00 |
| 1051 | Olympic Legacy Event - Active Northumberland | 15,000.00 |
| 1052 | Olympic Legacy Event - New Projects | 5,000.00 |
| 1060 | Northumberland Live | |
| | Expenditure | 45,000.00 |
| 9006 | 60 Income - Vendors etc | 3,000.00 |
| 9007 | 70 Income - Donations/other | 2,000.00 |
| | Net Exp/Inc Northumberland Live | |
| 1061 | Event strategy/delivery advertisement etc | 2,000.00 |
| | Blyth Regatta | 5,500.00 |
| 1099 | Contingencies | 500.00 |
| | Income | |
| | Donations received for Events (General) | |
| 1200 | COMMUNITY GRANTS | |
| 1201 | Community Chest - Councillors' Schemes | 16,000.00 |
| 1202 | Community Support Grants | 84,000.00 |
| 1203 | Community Centre Grants | 100,000.00 |
| | COMMUNITY DEVELOPMENT COMMITTEE TOTAL EXPENDITURE | 410,200.00 |
| | COMMUNITY DEVELOPMENT COMMITTEE TOTAL INCOME | 10,000.00 |
| 0003 | COMMUNITY DEVELOPMENT COMMITTEE NET EXP/INC | 400,200.00 |