



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 at 6.30 pm on Thursday 17 November 2022 in the Council Chamber, Arms Everytyn House, Quay Road, Blyth. NE24 2AS

The Agenda for this meeting is set out below. Please remember to sign in

A handwritten signature in cursive script, appearing to read "J Hughes".

**Joseph Hughes
Town Clerk
Blyth Town Council**

Date 8 November 2022

Electronic devices can be used to access Committee papers. Please ensure that mobile phones are switched to silent mode during the meeting. Members are reminded to observe the Blyth Town Council Code of Conduct

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	To note the minutes of the Community Development Committee held on Thursday 6 October 2022 (part I and II) as a true record
4	Actions arising from Previous Minutes Agenda item 7 – Armed Forces Day (see agenda item 7).
5	Community Development Budget Monitoring Report Please see attached.

6	Decision Report 1 - Community Foundation
7	Decision Report 2 - Events
8	Decision Report 3 1. Budget 2023/24
9	Delegated Actions Report There are no delegated actions to report.
10	Any Other business 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.
11	Date and Time of Next Meeting The next meeting of the Community Development Committee will be held on Tuesday 14 February 2023 at 6.30 pm in the Council Chamber, Arms Everytne House.
12	Part II 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.

Members of the Community Development Committee

A Cartie (Chair)	C Jones
W Taylor (Vice Chair)	K Nisbet
A Barrass	J R Potts
D Carr	M Robson
G Davey	S Stanger
S Davey	C Humphrey
B Erskine	

BLYTH TOWN COUNCIL

MISSION STATEMENT

The Town Council aims to achieve a more positive and vibrant atmosphere that will benefit all.

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.

Planning & Development Sub Committee

The above sub-committee is delegated to consider any minor planning issues that have a bearing on the area and make the necessary comments to the County Council. Any strategic or contentious planning issues will be

considered by the Sub-Committee and a recommendation made to the Standing Committee or Council if appropriate.

The Sub-Committee is delegated with resolving other quasi planning related issues **without** recourse to the Standing Committee e.g. heritage issues etc. providing budget provision is available.

Community Funding Sub Committee

The above Sub-Committee is delegated with the management and development of the council's grant scheme and has the power to resolve any individual applications **without** recourse to the standing Committee.

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.