



BLYTH TOWN COUNCIL

Minutes of the Annual Meeting of BLYTH TOWN COUNCIL held at 6.00pm on Thursday 9 May 2024 in the Council Chamber, Arms Everytne House, Blyth, NE24 2AS.

Present:

Councillors: W Taylor (Mayor), A Barrass (Deputy Mayor), D Carr, A Cartie, G Davey, S Davey, C Humphrey, C Jones, K Nisbet, J R Potts, J Reid, M Richardson, M Robson, S Stanger, and A Watson

Officers:

Joseph Hughes Town Clerk
Malcolm Wilkinson Deputy Town Clerk
Elaine Brown Principal Officer
Julie Summers Events Officer/Finance and Admin Officer

Members of the Public: 2

Min No	
1	<p>Election of Mayor</p> <p>Councillor Taylor, the retiring Mayor, welcomed all to the meeting. He spoke about completing his fourth year as Mayor reflecting on the last 12 months which had been an honour and privilege to serve, promoting Blyth positively.</p> <p>He talked about a full calendar of engagements attending Town Council events and other local events on behalf of the Town Council. He spoke of the success of many of the engagements and his highlight which was the presentation of HMS Blyth's Bell.</p> <p>He praised staff, past and present, and extended thanks to fellow councillors.</p> <p>He congratulated Councillor Carr on his recent appointment of Deputy Chair to Northumberland County Council.</p> <p>Councillor Taylor invited nominations for Mayor of Blyth Town Council.</p>

	Councillor Nisbet nominated Councillor Barrass for the position of Mayor of Blyth Town Council. This was seconded by Councillor Robson and agreed unanimously.															
2	<p>Receive the Mayor's Declaration of Acceptance of Office</p> <p>Councillor Barrass signed the declaration of acceptance office.</p> <p>Councillor Barrass as Mayor took over the chairing of the meeting, thanking Councillor Taylor for his exemplary work over the past few years on behalf of the Town Council and the community.</p>															
3	<p>Election of Deputy Mayor</p> <p>Councillor Barrass nominated Councillor Cartie as Deputy Mayor. This was seconded by Councillors Potts and agreed unanimously.</p>															
4	<p>Apologies for absence</p> <p>Councillors: B Erskine</p>															
5	<p>Disclosure of Interests and the Grant of any Dispensations</p> <p>None.</p>															
6 a	<p>To appoint representatives of Outside Bodies</p> <ul style="list-style-type: none"> • Northumberland Association of Local Councils (NALC) • Disabled Forum • Friends of Ridley Park • Young People • Blyth Resource and Initiative Centre (BRIC) • Cultural Advisory Group • Heart of Blyth • Town Forum x 4 Councillors • Town Deal Board • Blyth Valley Enterprise Limited (BVEL) x 2 representatives <p>Councillor Potts proposed the representation be carried over en bloc. This was agreed unanimously with representations as follows:</p> <table border="1"> <tr> <td>NALC</td> <td>John Potts</td> <td></td> </tr> <tr> <td>Disabled Forum</td> <td>Anna Watson</td> <td></td> </tr> <tr> <td>Friends of Ridely Park</td> <td>Susan Davey</td> <td></td> </tr> <tr> <td>Young People</td> <td>Adrian Cartie</td> <td></td> </tr> <tr> <td>BRIC</td> <td>Kath Nisbet</td> <td></td> </tr> </table>	NALC	John Potts		Disabled Forum	Anna Watson		Friends of Ridely Park	Susan Davey		Young People	Adrian Cartie		BRIC	Kath Nisbet	
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	Cultural Advisory Group	Kath Nisbet	Warren Taylor
	Heart of Blyth	Anna Watson	
	Town Forum	Adrian Cartie	Grant Davey
	Town Forum	John Potts	Warren Taylor
	Town Deal	Kath Nisbet	Warren Taylor
	BVEL	Daniel Carr	Warren Taylor
7	To appoint members to the Committees for the next Municipal Year		

Standing Committee	Total	Lab.	Con.	Lib Dem	
Environment (includes Allotments/Partnership etc)	13				
Community Development (includes Planning/Community Grants/Community Events etc)	13				
Governance (includes Strategic Priorities/Budgets/Staff/Complaints etc)	13				
Total	39	24	10	5	
Proportion %	100 %	62.5 %	25 %	12.5 %	
Labour need to allocate to Committees – 24 members Conservatives need to allocate to Committees - 10 Lib/Dem need to allocate to Committees – 5					
Sub Committees					
Complaints & Grievance (Governance)	10				
Planning (Community Development)	10				
Staff (Governance)	10				
Community Funding (Community Development)	10				
Total	40	25	10	5	
Proportion %	100	62.5	25	12.5	
Labour needs to allocate – 25 members. Conservative needs to allocate – 10 members. Lib/Dem needs to allocate – 5 members.					
Partnership Board -Chairs Environment, Community Development and Governance, The Mayor, 1 Labour, 1 Conservative and 1 Lib/Dem. Total 7 Working Groups e.g., Events -All members can attend working groups (any recommendations of a working group need appropriate Standing Committee Approval). Neighbourhood Planning - All members can attend. Chaired by the Mayor.					

Please see attached for Terms of Reference for Committees

<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><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. Councillor Potts moved.</p>
<p>10</p>	<p>Community Development Committee Meeting to be held after Agenda Item 9 to elect the Chair and Vice-Chair</p> <p>Councillor Potts nominated Councillor Taylor as Chair of the Community Development Committee and Councillor Cartie as Vice-Chair. This was seconded by numerous other Councillors.</p>
<p>11</p>	<p>Environment Committee Meeting to be held at the rising of the Community Development Committee to elect the Chair and Vice-Chair</p> <p>Councillor Potts nominated Councillor Nisbet as Chair of the Environment Committee and Councillor Richardson as the Vice-Chair. This was seconded by numerous other Councillors.</p>
<p>12</p>	<p>Governance Committee Meeting to be held at the rising of the Environment Committee to elect the Chair and Vice-Chair</p> <p>Councillor Watson moved Councillor Potts as Chair of Governance Committee and Councillor Potts nominated Councillor Watson as Vice-Chair. This was seconded by numerous other Councillors.</p>

<p>13</p>	<p>Community Funding Sub Committee to be held at rising of the Governance Committee to elect the Chair and Vice-Chair</p> <p>The Chair and Vice-Chair of the Standing Committee (Community Development) will be the Chair and Vice-Chair of the Community Funding Sub Committee.</p>
<p>14</p>	<p>Complaints and Grievance Sub Committee Meeting to be held at rising of the Community Funding Sub Committee Meeting to elect the Chair and Vice-Chair</p> <p>The Chair and Vice-Chair of the Standing Committee (Governance) will be the Chair and Vice-Chair of the Complaints and Grievance Sub-Committee.</p>
<p>15</p>	<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>Councillor Watson nominated Councillor Potts of Planning & Development Sub Committee and Councillor Cartie as Vice-Chair. This was seconded by numerous other Councillors.</p>
<p>16</p>	<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 Chair and Vice-Chair of the Standing Committee (Governance) will be the Chair and Vice-Chair of the Staff Sub Committee.</p>
<p>17</p>	<p>Working Groups – the following Working Groups need to allocate a Chair and Vice Chair. The Chair and Vice Chair of any other working groups (once they are determined) will be decided by the Standing Committee.</p> <p>Events Working Group</p> <p>Councillor W Taylor (Chair), Councillor A Cartie (Vice Chair).</p> <p>All members are invited to participate in working groups.</p>
<p>18</p>	<p>Partnership Board</p> <p>Members reconfirmed the board structure to named Councillors: Councillors A Cartie, G Davey, K Nisbet, J R Potts, S Stanger and W Taylor with K Nisbet remaining as Chairman.</p>

	<p>Partnership Negotiating Team - members reconfirmed the members of the negotiating team to be: Councillors K Nisbet, J R Potts and W Taylor.</p>
19	<p>The Council Resumed</p> <p>Council agreed the minutes of the following Council Meetings as a true record:</p> <p>Special Full Council held on Thursday 29 February 2024</p>
20	<p>The following minutes of the Community Development Committee were agreed as a true record:</p> <p>a) Community Development Committee held on Tuesday 13 February 2024</p> <p>The following Minutes of the Community Funding Sub Committee were agreed as a true record:</p> <p>b) Community Funding Sub Committee held on Tuesday 6 February 2024</p> <p>Minutes of the Planning & Development Sub Committee</p> <p>There are no minutes to consider.</p>
21	<p>The following minutes of the Environment Committee were agreed as a true record.</p> <p>a) Minutes of the Special Environment Committee held on Tuesday 23 April 2024</p> <p>The following minutes of the Partnership Board were agreed as a true record,</p> <p>b) Minutes of the Partnership Board meeting held on 16 April 2024</p>
22	<p>The following minutes of the Governance Committee were agreed as a true record:</p> <p>a) Governance Committee held on Thursday 25 April 2024</p>
23	<p>Actions from previous Council meeting:</p> <p>1. Discussion re: investment opportunities with Northumberland Community Bank – The Town Clerk had</p>

	<p>commenced research and would bring further details back to a future meeting.</p> <p>2. Proposed future review of council policies to be submitted to July Council meeting – this was agreed.</p>
24	<p>Annual Governance and Accountability Return 2023/24</p> <p>Council RESOLVED to agree the recommendation from Governance Committee to approve the following and the Mayor signed the Annual Governance Statement and Accounting Statements as appropriate:</p> <ol style="list-style-type: none"> 1. Council’s Internal Audit Report 2. Annual Internal Audit Report 2023/24 3. Annual Governance Statement 2023/24 4. Accounting Statements for 2023/24 <p>Council agreed to appoint Mike Slaughter as Internal Auditor for a further period of 12 months.</p>
25	<p>Register of Interests</p> <p>Councillors were reminded of the need to regularly review and revise their personal Disclosure of Interests. Councillor Nisbet requested that the Disclosure of Interest form be circulated to all members to consider any updates.</p>
26	<p>Any Other Business (for information only)</p> <p>None.</p>
27	<p>Date and Time of Next Meeting</p> <p>The next meeting of the Council is on Thursday 18 July 2024. Public Question Time commences 6.00 pm at Council Chamber, Arms Everytne House with Full Council starting immediately following.</p>
28	<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>There were no Part II items. The meeting closed at 18.26.</p>

MEMBERS OF THE COUNCIL:

A Barrass (Mayor)
A Cartie (Deputy Mayor)
D Carr
G Davey
S Davey
B Erskine
C Humphrey
C Jones
K Nisbet
J R Potts
J Reid
M Richardson
M Robson
S Stanger
W Taylor
A Watson