



BLYTH TOWN COUNCIL

Minutes of the Community Development Committee meeting held on Thursday 24 September 2026 immediately following the Special Meeting of BLYTH TOWN COUNCIL which commenced at 6pm in the Council Chamber, Arms Everytne House, Quay Road, NE24 2AS.

Councillors: M Peart (Chair), D Nicholson (Vice-Chair), RA Baker, D Carr (substitute), A Cartie, BW Elliott, D Johnson, M Nicholson, K Nisbet MBE, N Rolls, and D Swinhoe.

Officers: M Wilkinson (Town Clerk), E Brown (Deputy Town Clerk), E Mullen (Democratic Services Officer), J Summers (Events Coordinator)

Councillor TE Elliott was also present.

Invited Guest(s) – 1

Members of the Public – 0

Minute No	
1	Apologies for Absence Apologies were received and noted from Cllr D Campbell, B Erskine and C Jones. Cllr Jones nominated Cllr Carr as her substitute for this meeting who has voting rights.
2	Disclosure of Interest and Grants of Dispensation Cllr Carr declared that he was not normally on this committee and was substituting for Cllr Jones.
3	Minutes of the previous Community Development Committee meeting Minutes of the previous Community Development Committee meeting held 30 June 2026 were approved as a true record at the meeting of Full Council held on 16 July 2026.

4	Actions arising from the previous minutes. None.
5	Community Flood Plan The Deputy Town Clerk introduced Colin Hall from the Flood Resilience Team at the Environmental Agency. Blyth Town Council worked with the Environmental Agency in early 2025 to create a flood plan for the town and invited Colin back to explain the plan to members following the change in Council administration. Colin explained that the flood plan is a living document which helps identify the risks for flooding in Blyth. Colin advised that Northumberland County Council will be responsible for emergency situations if a flood does occur, but the plan was set up to help monitor and provide advance warning messaging to those signed up to the flood warning service. Colin encouraged Members to advise the public to sign up to the flood warning service to help spread awareness of Winter readiness. Colin answered members' queries relating to Newsham Burn, Meggie's Burn, and Newsham Road. He advised that any issues regarding blocked street drains should be reported on FixMyStreet. Colin advised that there is a flood warden event taking place on Tuesday 13 October, 12-4pm at Morpeth Town Hall where members are all invited to attend to share best practice. Colin's email address will be circulated to all members, so those who wish to attend the flood warden event or receive the flood plan can get in touch. The Chair thanked Colin for his informative presentation.
6	Information Report – Neighbourhood Plan Members noted the Deputy Town Clerk's information report advising of the next steps of the Neighbourhood Plan, following the referendum which took place on 10 September. The declaration of result was published showing 87% support for the Neighbourhood Plan with an 11% turnout. The Plan and Policies Map are being prepared to create the 'Made' version of each document, and the Plan is being made by Northumberland County Council.

	It is anticipated that this will be done in early October, and NCC will be offering a session on what happens after the plan is made in due course.
7	Community Development Budget Monitoring Report 2026/27 The Town Clerk invited questions from Members about the Community Development budget. He advised that the decisions agreed at the Community Funding Sub-Committee on 8 September were not reflected in this report as it was created before the payments had been made. The Events Coordinator answered queries regarding Quayside Festival, Sandcastle Competition and fireworks events and the festive lighting.
8	Decision Reports – Blyth Market Members were pleased to see this item brought for discussion. The Deputy Town Clerk explained that if the proposal was agreed, then discussions would start immediately with the hope to bring a further report to a Council meeting prior to budget setting in January. Councillors proposed to add an amendment to the proposal to include an asset transfer from NCC to Blyth Town Council regarding the market place. This was seconded. It was RESOLVED that Officers undertake an investigation into the feasibility of Blyth Town Council assuming responsibility for the management and strategic development of future markets, along with an asset transfer regarding the market place. The Town Clerk noted member's requests to include the provision of a Market Manager as well as safety and bollard access to be included as part of the investigation.
9	Decision Report – Small Schemes Review The Democratic Services Officer presented her report, outlining the need to strengthen the Councillors Small Schemes process to provide transparency with members and

	organisations, ensuring accountability when using public funds to support organisations. Members raised that they want to ensure the process was as easy as possible, while also tightening governance if other members were receiving requests for funds from the same organisations. It was RESOLVED that the Councillors Small Schemes process is to be reviewed to strengthen due diligence, accountability and transparency; particularly where groups or organisations are seeking funding from more than one Councillor or ward for the same project or activity. It was RESOLVED to delegate officers to update the associated processes to ensure applicants provide sufficient information about the overall cost of a project, the amount of funding already secured or applied for from other Councillors, the Council and other funding sources, and the total funding to deliver the project. <i>Cllr TE Elliott left the meeting.</i>
10	Decision Reports – Events Budget Report The Events Coordinator presented her report outlining the proposal for events for 2027/28. She highlighted that an Events Working Group will be taking place on Tuesday 29 September which all members are welcome to attend to share any ideas for events. It was RESOLVED that the Officers’ proposal for events in 2027/28 is considered for further discussion at the next Community Development Committee when recommending a budget to Governance Committee.
11	Date & Time of next meeting The next meeting of the Community Development Committee will be held in the Council Chamber, Arms Everytne House on Thursday 24 November 2026 at 6:30pm.
12	Part II Pursuant to the Public Bodies (Admission to Meetings) Act 1960; that in view of the confidential nature of the business to be transacted, it was RESOLVED that it was in the public

	interest that the press and public be excluded, and they were instructed to withdraw.
13	Request for change of use of funds <i>Cllr Rolls left the meeting at 19:25</i> It was unanimously RESOLVED that Officers peruse Option 1, to request the return of the unspent funds, with the funds apportioned back to the individual Councillors' Small Schemes budgets. <i>Cllr Rolls returned to the meeting.</i>

The meeting closed at 19:42 pm.