



## BLYTH TOWN COUNCIL

**Minutes of a Meeting of the Governance Committee held at 6.30 pm on Thursday 30 September 2021 in the Council Chamber, Arms Everytne House, Quay Road, Blyth. NE24 2AS**

**Present:**

**Councillors:** J R Potts (Chair), W Taylor (Vice Chair), D Carr, A Cartie, C Jones, K Nisbet, J Reid, M Richardson, A Watson,

**Officers:** Joseph Hughes, Town Clerk, Malcolm Wilkinson, Deputy Town Clerk, Maureen Hawthorne, Committee Clerk

**Other Attendees: - 0**

**Members of the Public – 0**

<b>Minute No</b>	
<b>1</b>	<b>Apologies for Absence</b>  Councillors: G Davey, S Davey
<b>2</b>	<b>Disclosure Interests and Grant of Dispensations</b>  None
<b>3</b>	<b>Minutes of the Governance Committee held on Thursday 7 July 2021</b>  The minutes were accepted as a true record.
<b>4</b>	<b>Governance Committee Budget Monitoring Report</b>  The contents of the report were noted.  <b>100 Employee costs</b> - the Town Clerk confirmed that the paperwork is being prepared to begin the recruitment process for the General Services Assistant.

## **300 – Fees and Charges**

**250 Election costs** – the Chair updated members on election costs stating that information will be forthcoming from the Government about grants for the Police and Crime Commissioner election by November/December. The Deputy Town Clerk also emailed NCC last week for clarification on this matter.

**257 Publicity** – general discussion around the use of social media and how paid adverts can extend publicity to a wider audience. Officers will explore this further and thanked Councillor Jones for her offer of assistance. Discussion also took place around the need for an annual calendar of events. Officers will look into this.

## **Members Expenses**

**260 Councillor training** – in response to a query for training members were advised that NALC run a number of courses – information is circulated to members and Officers will deal with requests for bookings. If specific training is requested someone would have to be employed to carry this out.

**263 Councillor emails** – costs incurred for licenses linked to Councillors BTC email accounts.

## **0002 Environment**

### **600 - Allotments**

20<sup>th</sup> Avenue – the Chair queried whether the land to the back of 20<sup>th</sup> Avenue could be changed back to allotments. Officers will investigate the matter. Members raised the number of people on the waiting list and the plots currently available – it was agreed a meeting will be arranged with the Chair of the Environment Committee, the Town Clerk, Deputy Town Clerk and General Services Officer.

**CCTV** – work continues to see if there is a cost effective option available that will allow BTC to share CCTV information with the police

## **0003 Community Development**

The blue plaque to commemorate Richard Stannard has been delivered and will be unveiled in the near future.

	<b>331 – Summer beach events</b> – the cost of the sandcastle event was clarified. Officers will check if a refund will be made as the sports day was cancelled.
<b>5</b>	<b>External Auditor’s Report</b>  The Governance Committee RESOLVED to recommend that Full Council accept the External Auditor’s Report and noted that there were no matters of concern raised in the report.
<b>6</b>	<b>Decision Report - Air Purifiers</b>  Members <b>RESOLVED</b> to purchase air purifiers for the BTC offices to help reduce to risk of viruses in the workplace. Costs will be met from reserves if no underspend is identified.
<b>7</b>	<b>Delegated Actions</b>  There were no delegated actions to note.
<b>8</b>	<b>Information Report (not for discussion at Committee)</b>  Members noted the information report with regard to:  1. Investments 2. Freedom of Information Requests
<b>9</b>	<b>Any Other Business</b>  There was no other business.
<b>10</b>	<b>Date &amp; Time of Next Meeting</b>  The next meeting of the Governance Committee on Tuesday 11 January 2022 in the Council Chamber, Arms Everytne House.

### **Members of the Governance Committee**

J R Potts (Chair)  
W Taylor (vice Chair)  
D Carr  
A Cartie  
G Davey

S Davey  
B Erskine  
C Jones  
K Nisbet  
J Reid  
M Richardson  
S Stanger  
A Watson