

You are hereby requested to attend a Meeting of Coleraine Borough Council to be held in the Council Chamber, Cloonavin on **TUESDAY** 24 May 2011 at **6.30 p.m.**

R. WILSON

Town Clerk and Chief Executive

Cloonavin
66 Portstewart Road
COLERAINE

A G E N D A

1. Minutes (enclosed):
 - 1.1 Council Meeting – 19 April 2011
2. Leisure Services' Report (enclosed)
3. Finance Report (enclosed)
4. Environmental Services' Report (enclosed)
(Item 1.0) Legal Proceedings*
5. Chief Executive's Report (enclosed)
(Item 1.0) Panel for Grievance Appeal Hearing*
6. Correspondence, including inter alia:
 - (a) Invitation to Revised Regional Transportation Strategy Consultation Event in the Glenavon House Hotel, Cookstown on Wednesday 15 June 2011 (copy email dated 9 May 2011 from NILGA enclosed).
Decision required regarding attendance.
 - (b) Reports available in Members' Library (List enclosed)
7. Consultation Documents (List enclosed)
8. Documents for Sealing
9. Any other business

Enclosed for Information:

- i) Letter dated 21 April 2011 from Roads Service regarding Review of Off-Street Parking Charges
- ii) Council Forecast of Events
- iii) Department for Regional Development "On The Move" Magazine, Spring 2011 / Issue No. 13

*** Recommended for consideration "In Committee"**

To: Each Member of Council

19 May 2011

COUNCIL MEETING

19th April, 2011

Present: The Mayor, Councillor N. F. Hillis, in the Chair
The Deputy Mayor, Councillor A. S. Cole
(Items 3.1 – 13.0)

Aldermen

W. T. Creelman
M. T. Hickey (Mrs.)

W. J. McClure

Councillors

D. D. Barbour
J. M. Bradley
O. M. Church (Mrs.)
T. J. Deans
E. P. Fielding (Mrs.)
B. Fitzpatrick
S. Gilkinson
D. Harding
(Items 3.1 – 14.1.1)

W. A. King
B. Leonard
(Items 3.1 – 14.1.1)
R. A. Loftus (Mrs.)
G. McLaughlin
(Items 3.2 – 14.1.1)
R. A. McPherson
A. McQuillan
(Items 1.0 – 13.0)

Officers in Attendance: Town Clerk and Chief Executive, Corporate Director of Environmental Services, Interim Director of Leisure Services, Head of Development Services, Portrush Regeneration Manager (Items 1.0 – 5.1) and Administrative Assistant

1.0 WELCOME

The Mayor welcomed all present to the final meeting of the current Council term.

2.0 MINUTES

The Minutes of the Council Meeting of 22nd March, 2011 were confirmed and signed.

3.0 COMMITTEE REPORTS

3.1 North West '200' Committee

The Chairman, Councillor Fitzpatrick, moved the adoption of the North West '200' Committee Report; this was duly seconded by Councillor McPherson and agreed.

3.2 Leisure and Environment Committee

The Chairman, Councillor Bradley, moved the adoption of the Leisure and Environment Committee Report; this was duly seconded by Councillor Gilkinson.

Matters arising:

3.2.1 Entertainment Licence – Garvagh Sports & Social Club

Councillor McQuillan declared an interest in this issue and took no part in discussion.

The Corporate Director of Environmental Services reported that discussions held with the objector had now resolved the issue and the objector was content for the application to proceed.

Agreed:

That Council approves the renewal and variation of this licence as applied for.

3.2.2 Compost Bins

A Member reported the receipt of some complaints in relation to how distribution of these bins had been carried out; this was noted by Officers.

The Committee Report was agreed.

3.2 Planning Committee

The Chairman, Alderman McClure, moved the adoption of the Planning Committee Report; this was duly seconded by Councillor Fitzpatrick.

Matters arising:

3.2.1 Application No C/2010/0633/F - Craig Vara Cottage, 6 Craig Vara Terrace, Portrush

In response to a Member's query, the Town Clerk and Chief Executive confirmed that a letter had been sent to Planning Service.

The Committee Report was agreed.

4.0 CORPORATE SERVICES' REPORT

The Corporate Services' Report was considered (previously supplied).

Matters arising:

4.1 Draft Minutes of Audit Committee – 6th April, 2011

Alderman Creelman moved the adoption of the Audit Committee minutes; this was duly seconded by Councillor Harding and agreed.

4.2 Contributions Review

The Head of Development Services presented a report on the draft framework for contributions, as presented to the Audit Committee, including key principles, suggested contribution categories and key criteria.

In response to some Members' requests for decision on this issue to be postponed until the Annual Meeting, the Head of Development Services confirmed that a review of the contributions framework following the first year of implementation would be built into the process.

Agreed:

On the proposal of Councillor Harding and seconded by Councillor McPherson, that Council approves the Contributions Report as endorsed by the Audit Committee.

Further details of groups involved in the different categories would be brought to a future meeting.

4.3 Accounts

Members noted that the Accounts for March 2011 had previously been circulated.

5.0 DEVELOPMENT SERVICES' REPORT

The Report of the Head of Development Services was considered (previously supplied).

Matters arising:

5.1 Station Square Environmental Improvement Scheme, Portrush

Consideration was given to information on this topic, as contained in the report.

In response to a Member's concern at the level of spending associated with this scheme, the Head of Development Services advised that a financial appraisal was in place as part of the process.

Agreed:

On the proposal of Alderman Mrs Hickey and seconded by Councillor Gilkinson, that Officers proceed with the procurement process for the Station Square Environmental Improvement Scheme if a satisfactory Letter of Offer is received from the Department for Social Development prior to the next appropriate meeting of Council.

Members noted that information on tender work would be brought to Council for decision.

5.2 Causeway Coast & Glens Regional Tourism Partnership

Consideration was given to information on this topic, as contained in the report.

A period of discussion ensued during which the Head of Development Services answered Members' questions.

Agreed:

That Council approves 50% (£19,500) of the annual contribution to the Causeway Coast and Glens Regional Tourism Partnership for the period

April - September 2011.

5.3 Causeway Coast & Glens Heritage Trust

Consideration was given to a request for continued funding for 2011-2012 along with details of the activities of the Trust, as contained in the report.

Agreed:

That Council contributes £11,000 to Causeway Coast & Glens Heritage Trust for 2011-2012, subject to match funding being agreed.

5.4 Neighbourhood Renewal Funding 2011-2012

Consideration was given to an offer from the Department for Social Development of one year's technical funding for a Neighbourhood Renewal Development Officer and an Administrative Assistant plus overhead costs.

Agreed:

That Council accepts the offer of funding of £65,262 from the Department for Social Development for the period 1st April, 2011 – 31st March, 2012 and continues to manage the Neighbourhood Renewal programme in the Coleraine area.

5.5 For Information

Members noted information on the following topics, as contained in the report:

- i) Community Festival Fund 2011.
- ii) Community Safety Strategy for Northern Ireland.
- iii) Invest NI Overseas Representatives' Conference.
- iv) King George VI Economic Appraisal.
- v) Village Plans – Articlave, Macosquin and Portballintrae.
- vi) 'In Search of Customer Service Excellence'.

6.0 ENVIRONMENTAL SERVICES' REPORT

The Report of the Corporate Director of Environment Services was considered (previously supplied).

Matters arising:

6.1 Entertainment Licences

6.1.1 North West 200 Hospitality Marquee

An application for grant of an Occasional Entertainment Licence for the period 16th May – 22nd May, 2011 had been received from Mr. Mervyn Whyte.

Days and times on which it is intended to provide entertainment:
Monday/Tuesday – Saturday/Sunday: 11.30 a.m. - 1.00 a.m.

Agreed:

That the Entertainment Licence be granted subject to no PSNI objections and compliance with NI Fire and Rescue Service recommendations and all other requirements requested by Council's Licensing Department and subject to special conditions:

- All requirements as contained within Nightsafe Coleraine Code of Best Practice 2008.
- All door supervisors employed must be licensed with a scheme recognised by Coleraine Borough Council.

6.1.2 Beach Party Portrush

An application for grant of an Occasional Entertainment Licence had been received from Mr Edwin Rowan.

Day and time on which it is intended to provide entertainment:
Saturday 25th June, 2011: 4.00 p.m. – 11.00 p.m.

Agreed:

That the Entertainment Licence be granted subject to no representations being received within the statutory period, no PSNI objections and compliance with NI Fire and Rescue Service recommendations and Council's Licensing Department inclusive of the following special conditions:

- i) Staff employed at entrance to venue and in bar areas to be registered with a scheme recognised by Coleraine Borough Council. 50% of these to be female.
- ii) The noise level measured at any occupied property within 50m of the stage shall not exceed 80dBA. The noise level measured at any other occupied property shall not exceed 75dBA. All measurements taken as a min Leq.
 - Rehearsals and sound checks are permitted only between the following hours: 4.00 p.m. to 9.00 p.m. on Friday 24th June, 2011.
 - Entertainment on Saturday 25th June must cease at 11.00 p.m. with the site vacated by 11.30 p.m.
- iii) Appendix 'E' – The Licensee shall adopt in full all conditions pertaining to Appendix 'E' – Additional Conditions for Places of Entertainment Providing Dance Events.

These conditions shall be met by providing the following:

- First Aid Boxes
- Written Drugs Policy
- Incident Log Book

- Agreed signage re admissions/searches
- Access to free drinking water
- Trained medical cover
- Designated rest area

All requirements as contained within Nightsafe Coleraine Code of Best Practice 2008.

7.0 CHIEF EXECUTIVE'S REPORT

7.1 Diamond Jubilee Civic Honours Competitions

Consideration was given to an opportunity for Council to enter a bid into a competition for grant of city status which would be held as part of the commemorations for The Queen's Diamond Jubilee in 2012.

Agreed:

That Council prepares and makes a submission for the granting of city status.

8.0 ARMED FORCES DAY - FLY A FLAG CAMPAIGN - SATURDAY 25TH JUNE, 2011

Read letter dated 28th March, 2011 from the Chief of the Defence Staff, Ministry of Defence in relation to the Fly a Flag Campaign.

Recommended:

On the proposal of Councillor Gilkinson and seconded by Councillor McQuillan, that Council supports the Fly a Flag Campaign.

Councillor Leonard asked that his opposition be recorded.

9.0 MAJOR PLANNING APPLICATION NO: C/2009/0143/F - 500M NORTH OF 19 CAM ROAD, MACOSQUIN, CO. LONDONDERRY

Read letter dated 14th April, 2011 from the Planning Service, advising that the Department had decided to issue a Notice of Opinion to Approve this development.

10.0 DOCUMENTS TABLED

Members noted the list of documents which had been made available in the Members' Library (previously supplied).

11.0 CONSULTATION LIST

Details of consultation documents received were noted (previously supplied).

Any Member who wished to make a response was asked to contact the Head of Performance, Policy and Governance before the due date for comments, as detailed in the report.

12.0 DOCUMENTS FOR SEALING

Resolved:

That the following documents be sealed:

1. Licence (in triplicate) Council to Coleraine & District Motor Club Ltd. – NW200 lands
2. Transfer (in triplicate) Crown Solicitor for Northern Ireland to Council – Open space at Cairn Road, Coleraine
3. Conveyance (in quadruplicate) Council and Curtis Developments Ltd. - exchange of land at Somerset Road, Coleraine
4. Council Bye-Laws (in duplicate)
 - i) Semi Permanent Skin Colouring
 - ii) Cosmetic Piercing
5. Cemetery Titles

Grant of Right of Burial – Deeds Register Nos. 3746 – 3755 inclusive:

Agherton	1
Ballywillan	4
Coleraine	4
Kilrea	-
Portstewart	1

Advanced Deed Register No. 0276:

Portstewart	1
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13.0 MAYOR'S REMARKS

The Mayor reflected on the challenging period in office encompassed by the extended six-year life of the current Council. He spoke on preparations carried out for the deferred Review of Public Administration; legacy projects which had been undertaken; Council's role as civic leaders in planning for the future; and improved partnership working with Cluster councils, community and voluntary groups, the private sector and central government. He also referred to the many changes in the membership of Council during this period, both Members and Officers.

The Mayor thanked Alderman Mrs. Back, Councillor Mrs. Church, Councillor Deans and Councillor Leonard, who would be retiring from Council, for their service and contribution through the years, and extended good wishes to those standing for re-election. He also conveyed his thanks to Council staff for their help and commitment.

Members paid tribute to the Mayor for his work during his year in office and to those Members of Council who would be leaving.

In response to requests by Members, the Town Clerk and Chief Executive would investigate a form of recognition for the work of the late Councillor Mrs. Liz Johnston. He

would also arrange an event to mark the retirement of Alderman Mrs. Black following thirty years in Council.