



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD  
AT MOSSLEY MILL ON MONDAY 24 APRIL 2023 AT 6.30 PM**

- In the Chair** : Mayor (Alderman S Ross)
- Members Present (In Person)** : Aldermen – F Agnew, T Burns, T Campbell, L Clarke, M Cosgrove, M Girvan, P Michael, J McGrath and J Smyth
- Councillors – J Archibald-Brown, A Bennington, J Burbank, M Cooper, H Cushinan, P Dunlop, S Flanagan, R Foster, J Gilmour, N Kelly, R Lynch, A McAuley, M Magill, B Mallon, J Montgomery, N Ramsay, V Robinson, L Smyth, R Swann, B Webb and R Wilson
- Members Present (Remote)** : Councillors – P Bradley, M Brady, M Goodman, R Kinnear A Logue, T McGrann, V McWilliam and M Stewart
- Officers Present** : Chief Executive - J Dixon  
Director of Economic Development and Planning - M McAlister  
Director of Operations – G Girvan  
Director of Finance and Governance – S Cole  
Director of Community Planning - U Fay  
Director of Parks and Leisure Operations – M McDowell  
Director of Waste Operations – M Laverty  
Director of Corporate Strategy – H Hall  
Head of HR – J Close  
Borough Lawyer and Head of Legal Services – P Casey  
Council Lawyer – Alison McDowell  
ICT Systems Support Officer – C Bell  
ICT Helpdesk Officer – J Wilson  
Member Services Manager – A Duffy  
Member Services Officer – E Skillen

## **1 BIBLE READING, PRAYER AND WELCOME**

The Mayor welcomed all present to the meeting, and advised Members of the audio recording procedures.

The meeting opened with a Bible reading and prayer by Reverend Robert Ginn who prayed for the Mayor, Deputy Mayor and this Council. He also prayed for Councillor McWilliam whose husband was sick in hospital.

Councillors Cushinan, Goodman, Kelly, Logue and McGrann joined the meeting.

### **MAYOR'S REMARKS**

The Mayor and party group leaders paid tribute to Aldermen Agnew and Girvan and Councillor Swann who had decided not to seek re-election. They acknowledged their contribution and service to public life and wished them well for the future.

Aldermen Agnew and Girvan and Councillor Swann thanked the Mayor and Members for their kind words and Officers for their assistance over the years.

The Mayor congratulated Councillor Cooper on receiving an invitation to the coronation of King Charles III in London.

## **2 APOLOGIES**

Councillor McClelland

*Councillor Archibald-Brown left the meeting at this point.*

## **3 DECLARATIONS OF INTEREST**

Item 10.4 – Councillor Dunlop

Item 10.8 – Councillor Robinson

Item 10.9 – Alderman Burns

## **4 MINUTES OF THE ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL MEETING**

Moved by Councillor Foster

Seconded by Alderman Smyth and

**RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting of Monday 27 March 2023 be taken as read and signed as correct.**

*Councillor Montgomery left the Chamber.*

## **5 MINUTES OF THE OPERATIONS COMMITTEE MEETING**

Moved by Councillor Kelly  
Seconded by Alderman Girvan and

**RESOLVED - that the Minutes of the proceedings of the Operations Committee Meeting of Monday 3 April 2023 be approved and adopted.**

**6 MINUTES OF THE POLICY AND GOVERNANCE COMMITTEE MEETING**

Moved by Councillor Magill  
Seconded by Councillor Foster and

**RESOLVED - that the Minutes of the proceedings of the Policy and Governance Committee Meeting of Tuesday 4 April 2023 be approved and adopted.**

*Alderman Burns left the Chamber.*

**7 MINUTES OF THE COMMUNITY PLANNING COMMITTEE MEETING**

Moved by Councillor Gilmour  
Seconded by Alderman McGrath and

**RESOLVED - that the Minutes of the proceedings of the Community Planning Committee Meeting of Wednesday 12 April 2023 be approved and adopted.**

**8(a) MINUTES OF THE PLANNING COMMITTEE MEETING, PART 1**

Moved by Alderman Agnew  
Seconded by Alderman Smyth and

**RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 17 April 2023 Part 1 be taken as read and signed as correct.**

**8(b) MINUTES OF THE PLANNING COMMITTEE MEETING, PART 2**

Moved by Alderman Agnew  
Seconded by Alderman Smyth and

**RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 17 April 2023 Part 2 be approved and adopted.**

*Councillor Magill left the Chamber.*

**9 ITEMS FOR DECISION**

**9.1 G/LEG/LEGAL C40 GRANGE ROAD PARKGATE – 7.5 TONNE WEIGHT RESTRICTION**

Members were advised that correspondence had been received from the Department for Infrastructure (DfI) regarding a proposed 7.5 tonne weight limit

on the C40 Grange Road from its junction with the B95 Burn Road to its junction with B59 Ballymena Road.

A copy of the correspondence and map were circulated for Members' information.

Members may wish to respond on a corporate, individual or party political basis.

Moved by Councillor Goodman  
Seconded by Councillor Lynch

**RESOLVED – that Members respond on a corporate, individual or party political basis.**

*ACTION BY: Paul Casey, Borough Lawyer & Head of Legal Services*

*Councillor Flanagan left the Chamber.*

**9.2 EL/205 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE – OAK TREE HALL, DUNAMOY COTTAGES AND SPA, 40 COLLIN ROAD, BALLYCLARE, BT39 9JS**

An application had been received for the grant of an Entertainments Licence for the following area.

<b>Licensee</b>	<b>Location of Premises</b>	<b>Where entertainment will be held</b>	<b>Type(s) and duration of entertainment</b>
<b>Stacey Hamill</b>	40 Collin Road, Ballyclare, BT39 9JS	Indoor	Theatrical Performance & Singing, Music, dancing or entertainment of a like kind & Any public contest, match exhibition or display of boxing/ wrestling/judo/karate/ similar sport or darts  Annual Licence  Monday to Sunday 09.00 hours to 01.00 hours  Number of persons No greater than 180

In line with the Council Protocol for the hearing of Entertainments Licence applications, approved in December 2016, the application must be considered at a full meeting of the Council.

The Council can decide the following:

- i. Grant the licence
- ii. Grant the licence with specific additional terms, conditions and restrictions
- iii. Refuse the licence
- iv. Defer an application for further consideration or to obtain further information.

If the Council makes a decision against an Officer's recommendation, then Members must state their reasons for doing so. In such circumstances a recorded vote would be taken.

Moved by Alderman Clarke  
 Seconded by Councillor Wilson

**RESOLVED - that an Entertainments Licence be granted to the applicant, Stacey Hamill, 40 Collin Road, Ballyclare, BT39 9JS with the following conditions;**

- **That all relevant licensing requirements are met**
- **That statutory consultees have no objections to approval**

**OPERATING HOURS**

**Monday to Sunday 09.00hrs to 01.00hrs**

*ACTION BY: Clifford Todd, Deputy Director of Operations (Environmental Health, Property and Building Services)*

**9.3 EL/063 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE – RANDALSTOWN YOUNG FARMERS ANNUAL BBQ, JAMES HUGHES FARM, 47 CADDY ROAD, RANDALSTOWN, BT41 3DL**

An application had been received for the grant of an Entertainments Licence for the following area. Consultations from both the PSNI and NIRFS had been carried out with no objections received. Note that this is an event that has been occurring annually at the same venue for over 5 years and further to review of the Entertainment Licence policy, Council approval was now required in advance of granting the licence. There had been no previous issues or concerns regarding this event.

<b>Licensee</b>	<b>Location of Premises</b>	<b>Where entertainment will be held</b>	<b>Type(s) and duration of entertainment</b>
		Indoor	

<b>Victoria Stewart</b>	47 Caddy Road, Randalstown, BT41 3DL		Singing, Music, dancing or entertainment of a like kind /similar sport or darts  Annual Licence  Licence for not more than 14 particular days within 12 months.  Saturday 13 <sup>th</sup> May 2023 20:30 hours – 01:00 hours  Number of persons No greater than <b>1,000*</b>
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\*Number agreed with NIFRS in 2022 as part of application process

In line with the Council Protocol for the hearing of Entertainments Licence applications, approved in December 2016, the application must be considered at a full meeting of the Council.

The Council can decide the following:

- i. Grant the licence
- ii. Grant the licence with specific additional terms, conditions and restrictions
- iii. Refuse the licence
- iv. Defer an application for further consideration or to obtain further information.

If the Council makes a decision against an Officer's recommendation, then members must state their reasons for doing so. In such circumstances a recorded vote would be taken.

Moved by Alderman Clarke  
Seconded by Councillor Wilson

**RESOLVED - that an Entertainments Licence be granted to the applicant, Victoria Stewart, 151 Church Road, Toomebridge, BT41 3RD with the following conditions;**

- **That all relevant licensing requirements are met;**
- **That all required documentation is made available to Licencing Officers after completion of the venue set up and prior to the issue of the licence.**

#### **OPERATING HOURS**

**Saturday 13<sup>th</sup> May 2023 – 20:30 hours – 01:00 hours**

ACTION BY: Clifford Todd, Deputy Director of Operations (Environmental Health, Property and Building Services)

**9.4 EL/070 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE – LYLEHILL YOUNG FARMERS**

An application had been received for the grant of an Entertainments Licence for the following area. Note that this was an event that had been occurring annually at the same venue for over 5 years and further to review of the Entertainments Licence policy, Council approval was required in advance of granting the licence. There had been no previous issues or concerns regarding this event.

<b>Licensee</b>	<b>Location of Premises</b>	<b>Where entertainment will be held</b>	<b>Type(s) and duration of entertainment</b>
<b>Kristin Davis</b>	<b>Shane's Castle Estate, Antrim, BT41 4NB</b>	Indoor (Marquee)	Singing, Music, dancing or entertainment of a like kind /similar sport or darts  Occasional Licence  Saturday 3 <sup>rd</sup> June 2023 19:00hrs – 01:30hrs  Number of persons No greater than 500

In line with the Council Protocol for the hearing of Entertainments Licence applications, approved in December 2016, the application must be considered at a full meeting of the council.

The Council can decide the following:

- v. Grant the licence
- vi. Grant the licence with specific additional terms, conditions and restrictions
- vii. Refuse the licence
- viii. Defer an application for further consideration or to obtain further information.

If the Council makes a decision against an Officer's recommendation, then members must state their reasons for doing so. In such circumstances a recorded vote would be taken.

Moved by Councillor Dunlop  
Seconded by Councillor Wilson

**RESOLVED - that an Entertainments Licence be granted to the applicant, Kirstin Davis, 25 Ballypalady Road, Doagh, BT39 OQY with the following conditions;**

- **That all relevant licensing requirements are met**
- **That all required documentation is made available to Licencing Officers after completion of the venue set up and prior to the issue of the licence.**
- **No objections are received following the statutory consultation period**

#### **OPERATING HOURS**

**Saturday 3<sup>rd</sup> June 2023 – 19:00hrs – 01:30hrs**

*ACTION BY: Clifford Todd, Deputy Director of Operations (Environmental Health, Property and Building Services)*

#### **9.5 PSB/PS/001 CORRESPONDENCE FROM LAND & PROPERTY SERVICES: CONTRACT RENEWAL FOR PROVISION OF PROPERTY SURVEYS FROM BUILDING CONTROL**

Correspondence, circulated had been received from Land and Property Services (LPS) regarding renewal of the contract for completion of property surveys. This contract was put in place by legacy Antrim Borough Council for domestic properties in the Borough and had now expired. Through it, the Building Control surveyors carry out surveys of properties, some when they are doing their normal inspections, others are additional and all the information collected is fed back to LPS in a timely manner. This information means that the Valuation list is kept up to date which benefits both LPS and Council.

The fees for each survey had remained static for around 15 years and have recently been renegotiated with participating Councils from £55 to £65. The negotiations also included for annual inflationary uplifts to the survey fee which is to be welcomed. However, the LPS proposal was for an uplift of 1% for each year of the contract period (three years as per LPS correspondence). Which is lower than the average rate of inflation.

There are a number of issues to be considered in relation to renewing the contract:

- i. Extending the surveys to domestic properties in Newtownabbey;
- ii. Extending surveys to include commercial properties throughout the Borough;
- iii. Agreement in relation to the LPS proposed 1% inflationary uplift.
  - a. Negotiating an alternative proposal in relation to an inflationary uplift in the event that 1% is not acceptable.

It would be beneficial to both LPS and Council to renew the contract for the 3 years, as requested by LPS to include all domestic properties in the Borough at



the increased fee and to include the commercial properties, as had been agreed in Belfast.

Moved by Councillor Webb  
 Seconded by Councillor Lynch

**RESOLVED - that approval be given to renew the contract with Land and Property Services for provision of property surveys for 3 years, at £65 per survey of both domestic and commercial properties and with an annual inflationary uplift of 1%. It was further agreed that an attempt be made to increase the 1% inflationary uplift.**

*ACTION BY: Stephen Hipkins, Head of Property and Building Services*

*Councillor Montgomery returned to the Chamber.*

*Councillor Cooper left the Chamber.*

**9.6 EL/023 APPLICATION FOR GRANT OF AN ENTERTAINMENTS LICENCE – STRAID YOUNG FARMERS ANNUAL BBQ, CULLYBURN EQUESTRIAN CENTRE, 18 CULLYBURN ROAD, NEWTOWNABBAY, BT36 5BN**

An application had been received for the grant of an Entertainments Licence for the following area. Consultations from both the PSNI and NIFRS had been carried out and responses received, with only the NIFRS making a recommendation regarding capacity for the event. No objections were received. Note that this is an event that had been occurring annually at the same venue for over 5 years and further to review of the Entertainment Licence policy, Council approval is now required in advance of granting the licence. There had been no previous issues or concerns regarding this event.

<b>Licensee</b>	<b>Location of Premises</b>	<b>Where entertainment will be held</b>	<b>Type(s) and duration of entertainment</b>
<b>Alexander Noel Boyd</b>	18 Cullyburn Road, Newtownabbey, BT36 5BN	Indoor	<p>Singing, Music, dancing or entertainment of a like kind/similar sport or darts</p> <p>Annual Licence            Licence for not more than 14 particular days within 12 month period.</p> <p>Saturday 27<sup>th</sup> May 2023            21:00 hours – 01:00 hours</p> <p>Number of persons            No greater than <b>800*</b></p>

\*As per consultation with NIFRS

In line with the Council Protocol for the hearing of Entertainments Licence applications, approved in December 2016, the application must be considered at a full meeting of the Council.

The Council can decide the following:

- i. Grant the licence
- ii. Grant the licence with specific additional terms, conditions and restrictions
- iii. Refuse the licence
- iv. Defer an application for further consideration or to obtain further information.

If the Council makes a decision against an Officer's recommendation, then members must state their reasons for doing so. In such circumstances a recorded vote would be taken.

Moved by Councillor Ramsay

Seconded by Councillor Wilson

**RESOLVED - that an Entertainments Licence be granted to the applicant, Alexander Noel Boyd, 15 Slievetrue Road, Newtownabbey, BT36 5BS with the following conditions;**

- **That all relevant licensing requirements are met;**
- **That all required documentation is made available to Licencing Officers after completion of the venue set up and prior to the issue of the licence.**

## **OPERATING HOURS**

**Saturday 27<sup>th</sup> May 2023 – 21:00 hours – 01:00 hours**

*ACTION BY: Clifford Todd, Deputy Director of Operations (Environmental Health, Property and Building Services)*

*Councillor Flanagan returned to the Chamber.*

## 9.7 PBS/BC/003 VOL2 STREET NAMING RESUBMISSION – JUBILEE ROAD/DOAGH ROAD BALLYCLARE

Following consideration of a development naming application at the June 2022 meeting of the Operations Committee, it was agreed that the application be referred back to the developer.

A development naming application was subsequently received from Patrick Morwood on behalf of Beechview Developments regarding the naming of the residential development off Jubilee Road / Doagh Road, Ballyclare. The development consists of 63 dwellings, these being a mixture of detached and semi – detached. The alternative proposals for development names and developer's rationale had been submitted as outlined below, with the developer's application, location map and site plan circulated.

1. Thornleigh – The development is within the Thornditch townland area. The area was known locally as Thornditch for hundreds of years which would give strong local provenance to the proposed name.
2. Thornberry – The development is within the Thornditch townland area. The area was known locally as Thornditch for hundreds of years.
3. Rowan Park – John Rowan's forge was located 200m west of the site and he was the producer of most agricultural implements in the area in the mid-1800s.

Members may wish to note there is a development called Thornleigh in Templepatrick.

Should the Council not wish to select one of the above names; the matter would be referred back to the developer via the Building Control section for further consideration.

Moved by Councillor Ramsay  
Seconded by Alderman Girvan

**RESOLVED - that Council approves the name Thornberry for the above development.**

*ACTION BY: Liam McFadden, Principal Building Control Surveyor*

## 9.8 PBS/BC/003 VOL2 STREET NAMING – COOLSYTHE ROAD RANDALSTOWN

A development naming application was received from Joe McLaughlin on behalf of JFM Construction Ltd. regarding the naming of a residential development off Coolsythe Road (at Portglenone Road junction), Groggan, Randalstown. The development consists of 15 dwellings, these being a mixture of detached and semi – detached. The development names and developer's rationale had been submitted as outlined below, with the developer's application, location map and site plan circulated.

1. The Fort – Due to the previous history of the site – formerly a fort. There is currently an archaeological dig taking place.
2. Rathview – The site previously was a Rath.
3. Slemish View – You can view Slemish mountain from the site.

In order to rationalise postal numbering, it was requested that officers are given delegated powers to add suffixes to the overall development name if required.

Should the Council not wish to select one of the above names; the matter would be referred back to the developer via the Building Control section for further consideration.

Moved by Alderman Clarke  
Seconded by Councillor Goodman

**RESOLVED - that Council approves the name Rathview for the above development.**

*ACTION BY: Liam McFadden, Principal Building Control Surveyor*

## **9.9 HR/LD/004 ELECTED MEMBER CONTINUOUS PROFESSIONAL DEVELOPMENT POLICY**

The Elected Member Development Working Group continues to drive Member Development throughout the Council.

In recent weeks, following an assessment the Council had achieved re-accreditation of Charter Plus Standard for Elected Member development. This is a quality standard recognising the Council's commitment to helping ensure good practice and continuous improvement for its Elected Members. The Member Development Charter Plus accreditation aims to improve Councillor performance and help achieve council objectives by responding to corporate and strategic priorities, ensuring that Councillors were supported to carry out their community leadership role in a complex and changing environment.

Recently the Working Group reviewed and amended the Elected Member Development Policy. The revised policy seeks to provide Elected Members with flexible and responsive learning and development that is based on individual and organisational needs and is future focused, ambitious and innovative.

The revised policy and screening form were circulated for Members' approval.

Moved by Councillor Foster

Seconded by Alderman Cosgrove

**RESOLVED - that the Elected Member Continuous Professional Development Policy be approved.**

*ACTION BY: Sarah Fenton, Organisation Development Officer*

*Alderman Burns, Councillor Cooper and Magill returned to the Chamber.*

*Councillor Burbank left the Chamber.*

#### **9.10 CE/CS/009 AWARDS RECOGNITION 2022-23**

Members were advised that Antrim and Newtownabbey Borough Council's performance had been recognised by a number of national awarding bodies.

##### **iESE Public Sector Transformation Awards 2023**

The iESE Public Sector Transformation Awards celebrate the most innovative practice in transforming local public services.

The Council had been awarded a **Certificate of Excellence 2023** in recognition of the exemplary standard of the work demonstrated by council services over the past year. This Certificate would be presented to the Council on 27<sup>th</sup> April 2023.

##### **Local Government Chronicle Awards 2023**

Members would remember that the Council had been shortlisted for '**Small Team of the Year (Economic Development)**' and '**Economic Support**'. Officers had been invited to second stage judging panels during April to provide further detail on the work of the Economic Development Section. The winners would be announced on the 8<sup>th</sup> June at an event to be held at Grosvenor House Hotel, London.

It was agreed at the Council meeting in March that the Chairperson and Vice Chairperson of the Prosperity Outcome Group would attend the event together with appropriate Officers.

##### **Municipal Journal Awards 2023**

The Council had been successful in the prestigious Municipal Journal (MJ) Awards for 2023. The MJ Awards recognise and acknowledge the tremendous effort of those in local government who deliver and support communities.

The Council was **commended in the Leadership in responding to the Climate Emergency category** (circulated). The submission illustrated how the Council are leading projects and initiatives which reduce emissions, promote environmental benefits and drive sustainable processes.

In addition, the Council had been shortlisted for two additional categories:

- **Best Council Services Team (Economic Development)**
- **Senior Leadership Team (all Council Services)**

The second stage of the judging process would take place, when finalists would present to a panel on 18 and 20 April.

The winners would be announced on Friday 23 June at an event in the Park Plaza, Westminster Bridge, London. The cost of this event is £320 plus VAT, travel and accommodation.

Moved by Alderman Smyth  
Seconded by Councillor Goodman

**RESOLVED: that:**

- 1. The success in the iESE Public Sector Transformation Awards and Municipal Journal Awards 2023 be noted.**
- 2. The Mayor, alongside the Chair and Vice Chair of the Prosperity Outcome Group (or their nominated representatives) and appropriate Officers attend the Local Government Chronicle and the Municipal Journal Award ceremonies as approved duties.**
- 3. The Chair of the Sustainability Working Group (or nominated representative) also attends the Municipal Journal Awards ceremony in recognition of the commendation in the 'Leadership in responding to the Climate Emergency' category as an approved duty.**

*ACTION BY: Lesley Millar, Performance and Transformation Manager*

*Councillor Burbank returned to the Chamber.*

#### **9.11 AC/EV/025 BALLYCLARE MAY FAIR WORKING GROUP**

Members were advised that the Ballyclare May Fair Working Group resumed in October 2022 to commence planning for the May Fair which would be delivered from 20 to 27 May 2023. The Minutes of the meeting held on 15 March 2023 were brought to Community Planning Committee on 12 April 2023 and the approval deferred to allow for consideration by the May Fair Working Group at its meeting on 13 April 2023. A copy of the minutes of 15 March 2023 and the minute of 13 April 2023 were circulated for Members' information.

Moved by Alderman Girvan  
Seconded by Councillor Ramsay

**RESOLVED - that**

- (a) the minutes of the Ballyclare May Fair Working Group meeting of the 15 March 2023, be approved.**

**(b) the minutes of the Ballyclare May Fair Working Group meeting of the 13 April 2023, be approved.**

*ACTION BY: Ursula Fay, Director of Community Planning*

## **11 NOTICE OF MOTION**

Proposed by Councillor Webb  
Seconded by Alderman McGrath

'This Council shares the widespread concern across the Borough about the inability to access GP services. In doing so, we appreciate the staffing pressures experienced in General Practice caused by issues such as inadequate indemnity and pensions arrangements. We recognise that GP contracts are outdated and do not reflect an increase in demand for primary care services as we emerge from the pandemic, for an aging population, and for blockages arising elsewhere in Health and Social Care.

This Council supports the principles agreed by the five main parties, with Professor Rafael Bengoa, to drive the transformation of the health system in order to deliver more efficient access to all areas of primary care, including to GPs'.

### **AMENDMENT**

Moved by Councillor Wilson  
Seconded by Councillor Lynch the motion includes 'Council calls on the Department of Health and the Northern Ireland Medical and Dental Training Agency to provide more training places for GPs and to invest in the vision of Bengoa'.

Councillor Webb and Alderman McGrath accepted that this be added to the Motion.

**RESOLVED – that the amendment be accepted and the Motion be declared carried.**

## 12 NOTICE OF MOTION

Proposed by Councillor Smyth  
Seconded by UUP Party

'This council recognises that, each year, many frontline service personnel pass away with little or no family support and/or little knowledge of the support that exists.

We aim to ensure that those who provided a vital service, or duty to their country, get the send-off that they deserve.

We propose that council officers link in with the Veterans Commissioner, our Veterans Champion and local associations to ensure those individuals are aware of support available and can get the send-off they deserve when they pass away'

### AMENDMENT

Moved by Councillor Wilson  
Seconded by Councillor Lynch

'This council recognises that, each year, many frontline service personnel pass away with little or no family support and/or little knowledge of the support that exists.

We aim to ensure that those who provided a vital service, or duty to their country, get the send-off that they deserve.

We propose that council officers link in with a range of organisations to ensure those individuals are aware of support available and can get the send-off they deserve when they pass away'

On the amendment being put to the meeting, 7 Members voted in favour, 29 against and 0 abstentions.

The amendment was declared not carried.

The substantive motion was then put to the meeting, 32 Members voted in favour, 0 against and 4 abstentions.

The substantive motion was declared carried and it was

**RESOLVED – that the substantive motion be declared carried.**

*Alderman Campbell left and returned to the Chamber during the above Motion.*

*Aldermen Clarke and McGrath and Councillor Ramsay left the Chamber.*

**MOTION TO PROCEED 'IN COMMITTEE'**



Moved by Alderman Smyth  
Seconded by Councillor Foster

**RESOLVED - that the Council proceeds to conduct the following business 'In Committee'.**

Members were advised that the live stream and audio recording would cease at this point.

*Alderman Clarke returned to the Chamber.*

## **10 ITEMS IN CONFIDENCE**

### **10.1 IN CONFIDENCE ED/ED/195 Vol.2 MINUTES OF THE GOVERNANCE MEETINGS OF THE LEVELLING UP FUND PROJECT BOARD HELD ON 16 MARCH 2023**

The Levelling Up Fund award required that a governance structure be put in place to oversee the management and implementation of the approved schemes:

- o LUF0037 Glengormley Integrated Economic and Physical Regeneration Scheme
- o LUF0080 Antrim Integrated Economic and Physical Regeneration Scheme

This included an internal project board made up of relevant Officers involved in delivery: Capital Development; Economic Development; Public Relations & Marketing; Legal Services; Building Control.

The Levelling up Fund Project Board met on the 16 March 2023 to monitor progress and to provide direction for the schemes.

Copies of the minutes from the meetings were circulated for Members consideration.

Moved by Alderman Cosgrove  
Seconded by Councillor Bennington

**RESOLVED - that the minutes of the Levelling Up Fund Project Board meetings held on 16 March 2023 be approved.**

*ACTION BY: Majella McAlister, Director of Economic Development and Planning*

### **10.2 IN CONFIDENCE PK/GEN/096 ALLOTMENTS: THE GRANGE BALLYCLARE**

Members were reminded that in May 2018, Council agreed to enter into a lease with the Northern Ireland Housing Executive (NIHE) for the Grange Allotments in Ballyclare. This decision came after NIHE informed Council that the allotments were not being maintained and the Grange Community Association wished to surrender the lease. As a result, Council invested in the allotments and assumed a management role whilst the transfer arrangements

were being progressed. All plots within the allotments had been leased and a waiting list now was in place.

The process to complete the leasing arrangement was protracted, with the NIHE confirming that it valued the freehold interest in the land at £[REDACTED] or alternatively Council take a 10-year lease at £[REDACTED] per annum in 2019. In response, Council agreed that further contact be made with senior representatives of the NIHE with the aim of discussing the terms offered for the transfer of land at the Grange. Further to these discussions, the NIHE has offered to transfer the freehold interest in the land for £[REDACTED].

Moved by Alderman Girvan  
Seconded by Councillor Foster

**RESOLVED - that Council agrees to the transfer of the freehold interest in the land at Grange Allotments from the NIHE for £[REDACTED]**

*ACTION BY: Matt McDowell, Director of Parks & Leisure Operations*

### **10.3 IN CONFIDENCE CP/CP/217 AN AWARD WINNING BOTANICAL BOROUGH**

Members were reminded that the development and delivery of 'An Award Winning Botanical Borough' concept along with an initial Action Plan of initiatives for each DEA was approved at the December 2022 Council meeting. An updated Action Plan on delivery of the various initiatives for each DEA was circulated for Members' information.

Members were also reminded that the appointment of Diarmuid Gavin Designs to deliver a Coronation Garden at Hazelbank Park was approved at the December meeting. Construction work on the garden is ongoing having commenced in February 2023 and it was on schedule for a preview in time for the Coronation Weekend. It was anticipated that the Garden would be completed in totality by the end of May.

In terms of maximising the appeal of the Coronation Garden and Café Officers had identified an opportunity to create some covered areas for events, performance and covered hospitality and it was proposed to purchase these at a cost of £40,000 (which could be capitalised over a 5-year period) as an enhancement to the visitor experience.

Moved by Councillor Webb  
Seconded by Alderman Smyth

**RESOLVED - that**

**(a) the update on the Award Winning Botanical Borough Action Plan be noted**

**(b) the addition of covered exterior areas within the Coronation Garden at an approximate capital cost of £40,000 be approved**

*ACTION BY: Ursula Fay, Director of Community Planning*

*Having declared an interest in Item 10.4 Councillor Dunlop left the Chamber. Councillor Ramsay returned to the Chamber.*

#### **10.4 IN CONFIDENCE CP/CP/216 THE BRIDGE ASSOCIATION – ANTRIM FORUM**

Members were advised that the Bridge Training Unit operated by The Bridge Association was a facility for adults with learning disabilities based in the Enkalon Industrial Estate in Antrim in premises currently leased from The Lotus Group. The Bridge Association delivers vocational training to people with learning disabilities and operates a craft social enterprise 'The Quirky Emporium' as part of this.

The Association had an ambition to increase its capacity by investing in a new facility and permanent home for The Bridge Association. They had invested in the production of an Economic Appraisal, which estimates the total cost of the project to be in the region of £[REDACTED] plus a further £[REDACTED] to purchase the land for the new premises'. A copy of their Economic Appraisal was circulated for Member's information.

The Association had identified a range of potential funding sources which they are actively pursuing, including PEACEPLUS and The Community Ownership Fund. Their project is eligible for the Councils Community Capital Grant Programme and they had been advised to submit an application with £200,000 in funding available for community capital projects with an estimated cost greater than £500,000. Whilst this process was ongoing they are limited in terms of being able to increase the delivery of their services.

Members were aware of the existing catering facilities in the Antrim Forum. Attempts to secure the services of a contract caterer to operate this facility had been unsuccessful and the premises are currently vacant.

These facilities present an opportunity for a partnership between the Council and The Bridge Association, whereby the Association take possession of the catering facilities at Antrim Forum and operate on a social enterprise basis a catering service along with an element of their established craft business 'A Quirky Emporium'. This enable them to expand provision of their services to more people with learning disabilities and expand their social enterprise delivery into catering.

Moved by Councillor Montgomery  
Seconded by Councillor Kelly

#### **RESOLVED - that**

- (a) the development of a partnership between the Council and the Bridge Association to operate catering and craft social enterprises from the Antrim Forum catering area be approved in principle with a detailed agreement to be brought back to a future meeting.**

**(b) the outcome of the Bridge Association application for a Community Capital Grant will be brought to a future meeting.**

*ACTION BY: Matt McDowell, Director of Parks and Leisure and Ursula Fay, Director of Community Planning*

*Councillor Dunlop and Alderman McGrath returned to the Chamber.*

**10.5 IN CONFIDENCE AC/MU/003 MOSSLEY MILL CIVIC CULTURAL AND HERITAGE CENTRE MASTER PLAN**

The restoration and development of Mossley Mill over two phases was completed in 2000 and 2010 respectively creating a Civic Centre with arts and heritage facilities in a surrounding parkland. The history and heritage of the Mill dates back to the early 1800's and is part of Northern Ireland's rich industrial heritage, which had been developed across Northern Ireland to create high quality visitor experiences which were drivers for tourism and connect communities with their places. Members were reminded that it was agreed at the Council meeting in June 2021 that a review of the current use of space at Mossley Mill be undertaken.

A new contract caterer had recently been appointed and the Restaurant rebranded as Yarns Kitchen, which was a nod to the buildings past life. A range of projects to enhance and animate the exterior and Mill grounds were progressing, which includes connecting the Newtownabbey Way on either side of the Mill with the installation of linen heritage themed art and planting schemes. Officers were engaging with Translink in relation to linking the railway and industrial heritage of the area.

Given the importance of the Mill in the context of the Borough and Northern Ireland's history it was proposed to rebrand Mossley Mill Civic Centre to Mossley Mill Civic, Cultural and Heritage Centre and develop the site and services further so that the Mill becomes a higher profile visitor attraction for the Borough and wider area.

Plans to extend the entrance to the Mill had been drawn up. A glazed extension with a living roof and exterior dining facilities on two levels were proposed for the purposes of creating a new gallery and exhibition space, additional hospitality venues, including a function and conference hall with dedicated kitchen facilities, a tourist information facility and much improved registration and customer services facilities. Concepts were circulated for Members information. Costs were estimated to be in the region of £[REDACTED].

The Property Services team were also currently finalising business cases for consideration in relation to a hydroelectric scheme and installation of solar panels at the Mill site.

Moved by Alderman Smyth  
Seconded by Councillor Bradley

**RESOLVED - that the proposals for the ongoing development of Mossley Mill at an estimate capital cost of £[REDACTED] be approved with business plans for each element to be brought in due course for approval.**

*ACTION BY: Geraldine Girvan, Director of Operations and Ursula Fay, Director of Community Planning*

*Alderman Girvan left the Chamber during Item 10.6.*

**10.6 IN CONFIDENCE PK/CP/004 & ED/ED/187 CENTRAL CAR PARK ANTRIM**

Members were reminded the Council agreed to sell the area marked red on the circulated map to the Clear Group for a sum of £[REDACTED]. It was intended that this would be developed as a [REDACTED] Drive Thru and the legal agreements between the parties in this regard are at an advanced stage. The Clear Group would build the unit to the specification required by [REDACTED] who will then lease the facility for an agreed period from them.

In addition to the area to be sold to the Clear Group for the physical Drive Thru building, there was an associated requirement for a Drive Thru road and paved area for external seating etc. which would be for the exclusive use of [REDACTED]

This area was also shown on the attached map and it was proposed that this would be the subject of a lease between the Council and the Clear Group. Council Officers had sought a valuation for this area from LPS and await this return.

In response to a query from a Member the Director of Economic Development and Planning would confirm the exit and access points on the enclosed map.

Moved by Councillor Montgomery  
Seconded by Councillor Dunlop

**RESOLVED - that delegated authority be granted to the Chief Executive to progress the lease as outlined subject to negotiation with the relevant parties based on the LPS valuation**

*ACTION BY: Majella McAlister, Director of Economic Development & Planning*

**10.7 IN CONFIDENCE G/LEG/LEGAL LEGAL UPDATE**

**Judicial Review Proceedings**

Members were updated previously regarding Judicial Review Proceedings in relation to a Battery Energy Storage System in Kells. Members were reminded that Judicial Review proceedings were issued against the Council in relation to a Battery Energy Storage System in Kells. The Council's Planning Committee had refused the grant of Planning Permission. The applicant submitted an appeal to the Planning Appeals Commission (PAC) which was

successful and resulted in Planning Permission being granted. The judicial review proceedings against the Council related to the Council not acting to revoke the Planning Permission granted by the PAC. Following a robust defence by Council, these proceedings were subsequently withdrawn.

Members were also reminded that further judicial review proceedings were issued in relation to the site, in respect of which the Council was joined as a Notice Party. The proceedings were issued against the Health and Safety Executive for Northern Ireland, in relation to whether Control of Major Accident Hazards (COMAH) regulations apply to BESS developments. The Leave Hearing of this case took place on 30<sup>th</sup> June 2022. Given clear indications from the Judge, the applicants withdrew their application during the course of the Hearing.

Therefore, there were no current court proceedings which involve the Council in respect of Kells BESS.

### **Current position**

The Planning Section of the Council had been dealing with a series of applications relating to the grant of planning permission for the above development following its approval by the Planning Appeals Commission in October of 2020.

The Planning Section had previously discharged a series of conditions relating to the need to submit a Construction Environmental Management Plan (Ref: LA03/2020/0265/DC) and submit for agreement the materials and finishes of the substation building and the battery containers (Ref: LA03/2020/0085/DC). In addition, the Council had granted a Certificate of Lawful Development (Ref: LA03/2021/0511/LDP) which confirmed that the development had lawfully commenced.

There had been a strong body of objection to the grant of planning permission by Kells Vocal and a number of other local residents and in addition some legal challenges were lodged with the High Court. However, these challenges had not progressed as outlined above.

In addition, the Council's Planning Section had determined three applications, two of which relate to the need for the developer to submit information to the Council for its review and agreement, otherwise known as Discharge of Condition applications. These were set out below for information.

Application 1 - LA03/2020/0264/DC - Proposed battery energy storage facility, new site access, lighting and CCTV columns and ancillary development (Discharge of Condition 7 from LA03/2018/0984/F / PAC ref 2018/A0248 regarding the submission of Fire Risk Assessment) at lands at Doagh Road, Kells (approximately 137m North East of Kells Sub-Station and approximately 56m South West of 3 Whappstown Road). PARTIALLY DISCHARGED

Application 2 - LA03/2022/0052/DC - Proposed battery energy storage facility, new site access, lighting and CCTV columns and ancillary development (Discharge of condition 12 from planning ref LA03/2018/0984/F/Appeal ref 2018/A0248 relating to lighting and cameras) at lands at Doagh Road, Kells (approximately 137m North East of Kells Sub-Station and approximately 56m South West of 3 Whappstown Road). DISCHARGED

Application 3 -LA03/2022/0116/NMC - Proposed non-material change (NMC) under Section 67 of the Planning Act (NI) 2011 to Permission 2018/A0248 (Re. LA03/2018/0984/F - battery energy storage facility 'BESF', new site access, lighting, closed circuit television columns and ancillary development) relating to reduction/alteration of BES units; substation minor alterations (reduced floorspace); compound alterations and reconfiguration of plant at lands at Doagh Road, Kells (to the north east of Kells Substation and to the south west of 3 Whappstown Road). REFUSED

All three applications relate to matters which were delegated to Officers in accordance with the Council's Scheme of Delegation and were therefore not required to be presented to the Planning Committee.



The Council's Planning Section had received the circulated correspondence following the outcome of the above 3 decisions requesting that the Council judicially reviews its own decision.

In summary the Council was being asked to judicially review its decision in relation to how the Council acted in relation to the Environmental Impact Assessment (EIA) screening determination and the discharge of a condition. Officers had carried out a review of the original planning application decision and determined that the correct EIA decision was taken at the time. A non-legislative precautionary screening was undertaken as well a precaution and as a further precautionary measure, screenings had been undertaken on all subsequent submissions.

Whilst the PAC granted planning permission the Council had an obligation to discharge the conditions associated with the site and details of the conditions which the Council has dealt with are outlined above. The Council had always maintained the position that any legal challenge in respect of this planning decision should be directed to the PAC being the statutory body that granted the relevant planning consent.

Therefore, Planning Officers and the Borough Lawyer are of the opinion that the Council should not judicially review its own decision regarding this matter.

Moved by Alderman Cosgrove  
Seconded by Alderman Campbell

## **RESOLVED - that the report be noted**

*ACTION BY: Sharon Mossman, Deputy Director of Planning and Paul Casey, Borough Lawyer & Head of Legal Services*

*Having declared and Interest in Item 10.8 Councillor Robinson left the Chamber.*

*Councillor Kinnear joined the meeting at this point.*

### **10.8 IN CONFIDENCE CP/CP/144 SOUTH ANTRIM COMMUNITY TRANSPORT**

Members would be aware of the important role which community transport plays in supporting the mobility needs of residents across the Borough and the wider Northern Ireland region. Within the Antrim and Newtownabbey Borough this service was provided by South Antrim Community Transport (SACT) which is a Charitable Company Limited by Guarantee (NI 050839) based in Ballyclare. SACT had been in operation for 19 years and had a proven track record in service delivery over this period.

A summary of the services provided is outlined below:

- **Dial-a-lift service**  
This service provides a transport option to registered users living within the rural South Antrim area, who were unable to access public transport due to the lack of it or their mobility. This service was available to anyone within the operational area aged 16 plus. Currently SACT had more than 400 registered users, 91% of which had a disability, and provide approximately 11,596 journeys per year. Passengers with a current, valid, smart pass can use this as a concession on SACT transport, however clients did not need to hold a smart pass to avail of the service.
- **Community Wheels service**  
This service provides an add on to the above – passengers registered to use the Dial-a-lift service could automatically avail of the Community Wheels service. This service allows passengers to travel to destinations outside the operational area, such as RVH, Belfast City Hospital, Ballymena Health and Care Centre, Causeway Hospital, Downpatrick Hospital etc. The smart pass could not be used on this service, but it is heavily subsidised by The National Lottery Community Fund. The number of journeys provided per year for this service is 4,000.
- **Group Transport Service**  
SACT provides a bus and driver service to not-for-profit organisations in the operational area, with charitable group rates. The number of passengers transported per year would be approximately 14,700 passengers.
- **Disability Action Transport Service (DATS)**  
SACT provides a door-to-door service on behalf of DATS in the urban towns of Antrim and Larne. The number of journeys per year would be approximately 500.



## **Funding**

The main funder of the service is the Department for Infrastructure (DFI). In March, the Department revised its position and it was announced that funding until end June 2023 would be available.

The estimated cost of the service for a 12-month period is £314,484.72 with approximately £143,543.88 projected to be funded by DFI. On a monthly basis this equates to £26,207.06 with £11,961.99 expected from the Department.

Due to the uncertainty regarding support from DFI after the end of June, SACT had asked the Council to consider interim support on a rolling 3-month basis commencing from July 2023. The funding required from the Council for a 3-month period to meet the shortfall as noted above is £35,885.97

The following documents had been provided in support of the request for funding:

- (i) Budget 2023/24
- (ii) Staff Structure
- (iii) Accounts year-end 2021
- (iv) Accounts year-end 2022

Members would note that SACT has 3 months reserves available should it be required to meet essential expenditure in the future.

Officers were of the view that the Council should proceed as follows and bring a report back for consideration in due course:

- Engage with the DFI and other Councils with a view to resolving the funding position.
- Engage with South Antrim Community Transport to scope the existing service provided and identify whether opportunities exist to extend the service to provide access to employment locations which are difficult to reach. This may allow a broader and more sustainable Business Case to be developed which addresses some of our residents needs regarding access to employment etc.
- Engage with other Councils who also benefit from the services provided by South Antrim Community Transport.

Moved by Councillor Burbank  
Seconded by Councillor Cosgrove

**RESOLVED – that Council proceed as follows and that a report be brought back for consideration in due course:**

- **Engage with the DFI and other Councils with a view to resolving the funding position.**
- **Engage with South Antrim Community Transport to scope the existing service provided and identify whether opportunities exist to extend the service to provide access to employment locations which are difficult to**

reach. This may allow a broader and more sustainable Business Case to be developed which addresses some of our residents needs regarding access to employment etc.

- Engage with other Councils who also benefit from the services provided by South Antrim Community Transport.

*ACTION BY: Ursula Fay, Director of Community Planning*

*Councillor Robinson returned to the Chamber.*

*Having declared and interest in Item 10.9 Alderman Burns left the Chamber.*

#### **10.9 IN CONFIDENCE L/LEI/00/016 BALLYCLARE COMRADES – REQUEST FOR ASSISTANCE**

Members were reminded that in October 2022, Council approved the development of a 3G pitch at Ballyclare Rugby Club as part of the Cloughan Project. The project was supported by £1m investment through Sport NI's Multi-Facility fund and was currently progressing through design stage, with completion estimated in early 2025. The development of 3G pitch facilities in Ballyclare would assist with meeting the demand highlighted in Council's recently approved pitch strategy.

As part of this approval, Council committed to also support Ballyclare Comrades with their own ambitions for a 3G pitch at their home ground, Dixon Park, should similar funding opportunities become available. The Club had sent correspondence [circulated] requesting financial support from Council as part of an application to the Irish Football Association (IFA) Multi-Sport Grassroots Facilities Investment Fund 2023-25.

The Club was applying for funding to replace the current grass playing surface with a 3G surface, at an estimated cost of £[REDACTED]. If successful with the application, the maximum amount of funding available was £[REDACTED], with the Club requesting financial assistance of £100,000 from Council. In the event that the maximum funding amount was not awarded, a further report would be brought to Council for Members' consideration.

Moved by Alderman Cosgrove

Seconded by Councillor Robinson

**RESOLVED - that Council agrees to support the application of Ballyclare Comrades to the IFA Multi-Sport Grassroots Facilities Investment Fund 2023-25 for the development of a 3G pitch at Dixon Park, Ballyclare, with a commitment of £100,000 subject to the application being successful**

*ACTION BY: Matt McDowell, Director of Parks & Leisure Operations*

*Alderman Girvan returned to the Chamber.*

*Alderman Campbell and Councillor Webb left the Chamber.*

*All Officers left the Chamber at this point.*

#### **10.10 IN CONFIDENCE HR/HR/027 ORGANISATION STRUCTURES**

Members received a presentation from the Chief Executive on the proposals for a new Organisation Structure.

Moved by Councillor Flanagan  
Seconded by Councillor Montgomery

**RESOLVED – that the report be approved**

*ACTION BY: Jacqui Dixon, Chief Executive*

*Aldermen Burns and Campbell and Councillor Webb returned to the Chamber.*

*Officers returned to the Chamber.*

**MOTION TO PROCEED ‘OUT OF COMMITTEE’**

Moved by Councillor Dunlop  
Seconded by Councillor Foster and

**RESOLVED - that the Council proceeds to conduct any remaining business ‘In Public’.**

Members were advised that the audio recording would restart at this point.

The Mayor thanked everyone for attending the meeting and their support during his term as Mayor. He wished Members well for the forthcoming elections and the meeting concluded at 8.55 pm.

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**MAYOR**

***Council Minutes have been redacted in accordance with the Freedom of Information Act 2000, the Data Protection Act 2018, the General Data Protection Regulation, and legal advice.***