



10 December 2025

To: Each Member of the Council

Dear Member

MEETING OF ANTRIM AND NEWTOWNABBAY BOROUGH COUNCIL

A meeting of Antrim and Newtownabbey Borough Council will be held in the **Council Chamber, Mossley Mill** on **Monday 15 December 2025** at **6.30 pm**.

You are requested to attend.

Yours sincerely

A handwritten signature in black ink, appearing to read "Richard Baker".

Richard Baker, GM MSc
Chief Executive, Antrim & Newtownabbey Borough Council

For any queries please contact Member Services:

Tel: 028 9448 1301/028 9034 0107

memberservices@antrimandnewtownabbey.gov.uk

AGENDA

- 1 Bible Reading and Prayer (In accordance with Standing Orders, Members are not required to attend for this part of the meeting and, following this part of the meeting, Members outside the Chamber will be called to the meeting).
- 2 Apologies
- 3 Declarations of Interest
- 4 To take as read and confirm the minutes of the proceedings of the Council Meeting of Antrim and Newtownabbey Borough Council held on Monday 24 November 2025, a copy of which is **enclosed**.
- 5 To approve the minutes of the proceedings of the Operation Committee Meeting of Monday 1 December 2025, a copy of which is **enclosed**.
- 6 To approve the minutes of the proceedings of the Policy and Governance of Tuesday 2 December 2025, a copy of which is **enclosed**.
- 7 To approve the minutes of the proceedings of the Community Development Committee Meeting of Wednesday 3 December 2025, a copy of which is **enclosed**.
- 8(a) To take as read and confirm the Part 1 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 8 December 2025, a copy of which are **enclosed**.
- 8(b) To approve Part 2 of the minutes of the proceedings of the Planning Committee Meeting held on Monday 8 December 2025, a copy of which are **enclosed**.
- 9 To approve the minutes of the proceedings of the Audit and Risk Committee Meeting of Tuesday 9 December 2025, a copy of which are **enclosed**.
- 10 PRESENTATION
 - 10.1 Presentation by the Department for Infrastructure
- 11 MOTION
- 12 ITEM FOR DECISION
 - 12.1 Town Centre Shop Front Programme
- 13 ITEM FOR NOTING
 - 13.1 Mid Ulster District Council Motion – Firearms Licensing
- 14 ITEMS IN CONFIDENCE

- 14.1 Tender for the Design, Production, Supply, and Installation of Virtual Shopfronts on Businesses in the Borough
- 14.2 Tender for the Supply and Delivery of Summer Bedding Plants
- 14.3 Tender for the Transportation and Reprocessing of Recyclables from Household Recycling Centres – LOT 17 Cardboard
- 14.4 Harmonisation of Waste Collection Services Update

10 PRESENTATION

10.1 G/MSMO/7 PRESENTATION BY THE DEPARTMENT FOR INFRASTRUCTURE, TRANSPORT PLANNING MODELLING UNIT

1. Purpose

The purpose of this presentation is to provide Members with an update on the on the emerging Eastern Transport Plan (ETP).

2. Introduction

Members are advised that a presentation, on the emerging Eastern Transport Plan (ETP), will be made by a representative of the Department for Infrastructure, Transport Planning and Modelling Unit.

Attending in person will be Anthony Rafferty, Transport and Road Asset Manager.

3. Recommendation

It is recommended that the presentation be noted.

Prepared by: Member Services

Agreed by: Liz Johnston, Deputy Director of Governance

Approved by: Richard Baker, Chief Executive

11 MOTION

Proposed by Councillor Lynch
Seconded by Alderman Michael

"Caoimhé's Law is a proposed piece of legislation aimed at addressing gaps in road safety measures, particularly those that endanger the lives of vulnerable individuals, such as children and pedestrians. The law is named in memory of Caoimhé O'Brien, whose tragic death has galvanised families and campaigners across Northern Ireland to push for stronger road safety measures. By supporting this motion, we take a stand for justice and safety, and demonstrate our commitment to protecting the lives of those who are most at risk on our roads.

This motion calls on this Council to:

- 1. Publicly support Caoimhé's Law;*
- 2. Write to the Minister for Justice, and to MLAs, urging them to prioritise this legislation;*
- 3. Call on the Minister for Infrastructure to begin drafting the law in consultation with families and campaigners;*
- 4. That steps be considered through existing budgets and resources to educate the public;*
- 5. Provide the opportunity for campaign representatives to present to the relevant committee;*
- 6. And ask that other councils across Northern Ireland join us in enforcing and promoting this campaign."*

12 ITEM FOR DECISION

12.1 ED/ED/277 TOWN CENTRE SHOP FRONT PROGRAMME

1. Purpose

The purpose of this report is to:

- Provide Members with an overview of the DfC Urban Shop Frontage Scheme Phase 3 call;
- Update Members on the levels of claims paid out to local businesses to date; and,
- Seek approval for the latest grant awards (Tranche 8).

2. Introduction/Background

Members have been regularly updated with details of the shopfront improvement programme. The programme is funded by the Department for Communities and Council on a 90:10 basis, with £434,000 having been secured to date, and now supported by a Letter of Variation to extend the Department's contribution, in lieu of the programme's success.

There have been three Call periods to date (Call 1 – Ballyclare, Randalstown, Call 2 – Antrim, Crumlin, Glengormley, Call 3 – all Borough towns). The most recent call closed to applicants on 29 August 2025, and officers have processed more than 130 applications to date. Eligibility terms and conditions have been set out in detailed programme Guidance Notes agreed with the Department, stipulating that commercial and retail properties must be located within existing town centre boundaries. Applicants can avail of a grant rate of 80% up to a maximum of £4,999 for proposed works. The programme does not cover retrospective works.

A rigorous assessment process is undertaken by officers, ensuring that submitted quotations are genuine and each application is subjected to an assessment panel, a programme Project Board, Council Committee (Economic Development) and Full Council, before any Letter of Offer, up to the maximum award of £4,999 per property, can be issued. The programme deadline is 31 March 2026, so officers are working closely to encourage successful applicants to complete their proposed works and submit relevant claims in advance of this date.

This report covers Tranche 8, with an additional ten applications presented for review and approval. Following a Project Board meeting on 27 November 2025, further grant awards totalling £30,789.72 are now brought before Council for approval (Table 1, below).

Ref No	DEA	Name of Business	LoO Amount
B062	Ballyclare	D&K Hair	£ 1,904.64
B063	Ballyclare	Mobi-Tech	£ 2,206.08
B064	Ballyclare	Ernest Hall Menswear	£ 2,912.00

B065	Ballyclare	NFU Mutual	£ 2,601.60
B066	Ballyclare	Nest Estate Agents	£ 1,712.64
		(Ballyclare) Total:	£ 11,336.96
R032	Dunsilly	The Hair Works	£ 4,277.76
R034	Dunsilly	Coffee Co.	£ 1,200.00
		(Randalstown) Total:	£ 5,477.76
G023	Glengormley	Bytes Youth Hub	£ 4,672.00
G026	Glengormley	Motorstore	£ 4,304.00
		(Glengormley) Total:	£ 8,976.00
C012	Airport	Bushes Bakery	£ 4,999.00
		(Crumlin) Total:	£ 4,999.00
		Tranche 8 Total:	£ 30,789.72
Total Grant Assistance (Tranche 1):			£ 47,096.94
Total Grant Assistance (Tranche 2):			£ 99,003.16
Total Grant Assistance (Tranche 3):			£ 153,937.62
Total Grant Assistance (Tranche 4):			£ 58,544.25
Total Grant Assistance (Tranche 5):			£ 14,299.00
Total Grant Assistance (Tranche 6):			£ 20,168.40
Total Grant Assistance (Tranche 7):			£ 43,700.60
Total Grant Assistance (Tranche 8):			£ 30,789.72
Rolling Programme Total, as at 27/11/2025:			£ 467,539.44

Following a process where Letters of Offer have been issued to approved applications to date, officers are now processing grant claims that have been received in respect of works undertaken.

The current Phase 3 call opened on Friday 20 June 2025 and closed on Friday 29 August 2025, with 27 applications submitted.

3. Previous Decision of Council

In November 2025, Council approved the previous update report which endorsed the seventh tranche of grant awards (to a value of £43,700.60) for 11 businesses.

4. Financial Position/Implication

Under this programme, officers have processed payment of grant claims to 80 local businesses to date, amounting to £220,423.50 in grant award, with 7 claims still being verified. More claims are anticipated as works are completed.

5. Governance

The Economic Development team is managing the programme.

6. Summary

This report offers an update for Members in respect of the project to date, including the level of current grant claims paid out and the status of the final Phase 3 call.

7. Recommendation

It is recommended that Members note the update to the scheme and approve the grant awards to the Tranche 8 recipients totalling £ 30,789.72.

Prepared by: Alastair Law, Regeneration Officer

Agreed by: Steven Norris, Deputy Director of Economic Development

Approved by: Majella McAlister, Director of Economic Development and Planning

13 ITEM FOR NOTING

13.1 G/MSMO/14 MID ULSTER DISTRICT COUNCIL MOTION – FIREARMS LICENSING

1. Purpose

The purpose of this report is for Members to note the correspondence from Mid Ulster District Council in relation to its' Motion regarding the recent introduction of the PSNI's new online firearms licensing system.

2. Introduction

Members are advised that correspondence **(enclosed)** has been received from Mid Ulster District Council regarding a Motion passed by that Council. The Motion notes with concern the recent introduction of the PSNI's new online firearms licensing system, which requires applicants to renew and manage their firearms certificates exclusively through a digital portal.

The Council further recognised that while the move to online processing may prove efficient for some user, it presented significant difficulties for older certificate holders and others within the rural communities who may not have access to, or the ability to use, email or smart phones. The Council further noted that many of those who had safely held firearms for decades should not be disadvantaged by digital exclusion.

3. Key Points

Derry City and Strabane District Council has resolved to:

1. Write to the Chief Constable and the Minister of Justice expressing concern about the lack of an accessible alternative for applicants without digital access;
2. Urge the PSNI to introduce an alternative application process- whether through paper forms, in-person assistance from Firearms Enquiry Officers, or via registered dealers or clubs – to ensure all applicants can continue to renew their certificates without discrimination; and
3. Write to the Equality Commissioner to seek their opinion on the current online portal only arrangements

4. Recommendation

It is recommended that the correspondence from Mid Ulster District Council be noted.

Prepared by: Member Services

Agreed by: Liz Johnston, Deputy Director of Governance

Approved by: Richard Baker, Chief Executive