

November 24th, 2025

To Each Member of Council

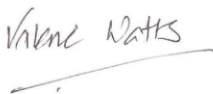
NOTICE OF MEETING

You are requested to attend a Meeting of the

Mid and East Antrim Borough Council

to be held on Monday, 24th November 2025 at 6:30 pm in Council Chamber, The Braid, 1-29 Bridge Street, Ballymena and via remote access.

Yours sincerely



Valerie Watts
Interim Chief Executive, Mid and East Antrim Borough Council

Agenda

1 FORMALITIES AND ANNOUNCEMENTS

1.1 Notice of Meeting

1.2 Apologies

1.3 Declarations of Interest

Members and Officers are invited to declare any pecuniary and non-pecuniary interests, including gifts and hospitality, they may have in respect of items on this Agenda.

1.4 Minutes of Council Meeting

1.4.1 Council Meeting held on 13 October 2025 - Circulated

📎 10-25 Full Council Mins Draft.pdf

Not included

1.5 Mayor's Announcements

2 QUESTIONS

2.1 Members

2.1.1 Tabled question in the name of Alderman R Logan

"How many agency workers does the Council currently use, and how many have been in posts more than two years? What steps are in place to reduce these numbers?"

At present, the council have 210 agency workers in place, with 90 of those having been placed with the Council for more than 2 years.

The Council acknowledges the increased reliance on agency staff and has been actively working throughout FY2024-25 and FY2025-26 to address the balance between agency workers and permanent employees. We have a competitive recruitment agency framework in place which enables us to attain the best possible value for money when using agency workers.

Negotiations with Trade Unions regarding employee terms and conditions has delayed the progress of filling permanent posts in the new Council structure. However, some of these negotiations have concluded, allowing permanent recruitment to commence, which will thereby reduce the reliance on agency workers.

Since April 2025, 50+ agency workers have secured Council permanent

contracts. Whilst progress is slow, negotiations with TU colleagues regarding terms and conditions matters are progressing and it is hoped that further recruitment, particularly in Leisure Centres and household recycling centre may be progressed shortly.

A Council establishment exercise has been completed allowing management to review vacant and active posts as well as those filled by agency. Officers will continue to monitor the use of agency staff and to support ongoing oversight will bring regular reporting to SMT on the number of agency posts being used within each service area.

2.1.2 Tabled question in the name of Councillor A Barr

"How does MEABC intend to commemorate the 110th anniversary of the Battle of the Somme in 2026?"

The Battle of the Somme is commemorated each year by the County Antrim Councils (Mid and East Antrim, Antrim and Newtownabbey, Causeway Coast and Glens, and Lisburn City and Castlereagh) with a well-attended ceremony at the Knockagh Monument, which is the County Antrim War Memorial. There is a reception following the ceremony.

Consideration can be given, if approved, to a lecture (not on the same day) to mark the 110th anniversary and perhaps a musical performance as an additional aspect. This can be developed as part of the 2026 Civic Events programme.

2.2 Public

A period of up to 15 minutes will be available to allow questions that have been submitted by members of the public who live, work or study in the Borough. Any questions not answered within the timescale will be provided with a written response.

3 MINUTES OF COMMITTEE MEETINGS

3.1 Planning Committee held on 16 October 2025 - Circulated

 *10-25 Planning Minutes draft.pdf*

Not included

3.2 Corporate Resources, Policy and Governance Committee held on 20 October 2025 - Circulated

 *10-25 Draft Mins CRPG.pdf*

Not included

3.3 Neighbourhoods and Communities Committee held on 21

October 2025 - Circulated

 *10-25 NC Mins draft.pdf*

Not included

3.4 Environment and Economy Committee held on 27 October 2025 - Circulated

 *10-25 Mins E&E draft.pdf*

Not included

3.5 Audit and Scrutiny Committee held on 28 October 2025 - Circulated

 *10-25 Audit Scrutiny Mins draft.pdf*

Not included

3.5.1 Review of Audit & Scrutiny Meeting Schedule - Circulated

 *Review of Audit Scrutiny Schedule of meetings.pdf*

Not included

4 POLICY FRAMEWORK AND BUDGET

5 STRATEGIC ISSUES

6 ITEMS FOR DECISION - OPEN COUNCIL

6.1 Memorial Sub Committee Action Notes of 1 October 2025 - Circulated


 *DRAFT 1-10-25 - Memorial Sub-Committee Action Notes.pdf*

Not included

6.2 Revision of Mid and East Antrim Scheme of Allowances Payable to Councillors - Circulated

 *Summary Report Revised Scheme of Councillors Allowance 202526 MH v2.pdf*

Not included

 *Appendix 1 - Mid and Antrim Scheme of Allowances Payable to Councillors 20.10.25.docx*

Not included

 *Appendix 2 LG Circular 17 25 - Consolidated Councillor Allowances Circular updated Oct 2025.pdf*

Not included

6.3 Ballymena Business Improvement District Re-ballot - Circulated

 *Ballymena Business Improvement District Re-ballot.pdf*

Not included

 *Appendix 1 BUSINESS-PLAN-2026-2031.pdf*

Not included

7 MOTIONS

7.1 Notice of Motion proposed by Councillor L Gray, seconded by Councillor A Skinner

"That Council will work to rename Prince Andrew Way in Carrickfergus while maintaining the important link to the Royal Family.

As Council has been exploring ways to honour Queen Elizabeth II, we believe this would be a fitting tribute and options should be presented back to Councillors for a final decision."

7.2 Notice of Motion proposed by Councillor M Armstrong, seconded by Councillor M Warwick

"That this Council, noting the statement of Minister Gordon Lyons on Tuesday 21st October, resolves to (a) Immediately pause the granting or processing of Houses of Multiple Occupation (HMO) licenses in order to (b) conduct a compliance check of properties currently listed as (HMOs) and carry out a full and thorough investigation of properties believed to be operating in an unregulated manner and furthermore (c) develops a robust policy in the management of HMOs across this Borough."

8 SEALING

(i) Mid & East Antrim Borough Council -and- McKelvey Construction Ltd (Carnfunnock Country Park Form of Deed)

(ii) Mid & East Antrim Borough Council -and- Doran Consulting (ICT Services for Larne Cemetery Form of Deed)

(iii) Mid & East Antrim Borough Council -and- Garden Escapes Ireland Ltd (MEA Playpark Development Programme)

(iv) RIBA Stage 1 Feasibility Study for the Clock Tower Café, Carrickfergus – Project No: 25-16/Q1635.

Closed Council - In accordance with Council policy, members of the press will not be in attendance for this section of the Meeting.

9 STRATEGIC ISSUES - CLOSED

10 ITEMS FOR DECISION - CLOSED

10.1 Proposed Disposal of Land at Ballycarry, Larne - Circulated

Proposed Disposal of Land at Ballycarry Larne.pdf

Not included

Appendix 1 OS map showing the 3 plots of land in Ballycarry, Larne..pdf

Not included

10.2 Reset and Cohesion Plan – Strategic Themes - Updated circulated 20.11.2025

 *Reset and Cohesion Plan.pdf*

Not included

10.3 Capital Procurement Contract Pre Approval for Browns Bay Toilet Block; and the Refurbishment of the Health Suite and Spa at Carrick Amphitheatre - Circulated

 *Capital Procurement Contract Pre-Approval for Browns Bay and Carrick Health Suite.pdf*

Not included

10.4 Arc21 Waste Contract and Procurement - Circulated


 *Arc21 Waste Contract and Procurement.pdf*

Not included

 *Appendix 1 - Extension of MRF Lot 1 Contract.pdf*

Not included

10.5 Lease of land and facilities at Smithfield Playing Fields - Circulated

 *Lease of land and facilities at Smithfield Playing Fields.pdf*

Not included

 *Appendix 1 - Smithfield Playing Fields Proposed Lease Area.pdf*

Not included

 *Appendix 2 - Schedule of Condition for Smithfield Playing Field.pdf*

Not included

10.6 Business Case for Air Conditioning and Ventilation Maintenance - Circulated

 *BC Air Conditioning and Ventilation Maintenance.pdf*

Not included

 *Appendix 1 - BC for Air Conditioning and Ventilation Maintenance.pdf*

Not included