October 10th, 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, 13th October 2025 at 6:30 pm in Council Chamber, The Braid, 1-29 Bridge Street, Ballymena and via remote access.

Yours sincerely

Valerie Watts

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 1 September 2025 - circulated

09-25 Full Council Mins FINAL.pdf ***Page 1***

1.5 Mayor's Announcements

2 QUESTIONS

2.1 Members

2.1.1 Tabled Question in the Name of Councillor A Henry

"Who made the decision to, and when was the decision made, to close Portglenone Public Toilets and what account was taken of the impact this decision would have on people with disabilities prior to it being made?"

2.1.2 Tabled Question in the Name of Councillor A Henry

"Please provide a complete breakdown of all monies received as part of the Executive Office's Violence Against Women and Girls Strategy by (i) activity and (ii) group. Please also detail any other costs related to the delivery of projects including council overheads, admin fees etc."

2.2 Public

3 MINUTES OF COMMITTEE MEETINGS

3.1 Planning Committee held on 4 September 2025 - circulated

09-25 Planning Minutes FINAL.pdf ***Page 20***

3.2 Corporate Resources, Policy and Governance Committee held on 8 September 2025 - circulated (08.10.25)

09-25 CRPG Draft Mins .pdf — *Page 38*

3.3 Neighbourhoods and Communities Committee held on 9 September 2025 - circulated (08.10.25)

09-25 NC Mins final draft.pdf — *Page 45*

3.4 Environment and Economy Committee held on 15 September 2025 - circulated 08.10.25

09-25 E&E Mins Final Draft.pdf — *Page 57*

3.5 Audit and Scrutiny Committee held on 25 September 2025 - circulated (08.10.25)

09-25 Audit Scrutiny Mins draft.pdf — *Page 73*

4 POLICY FRAMEWORK AND BUDGET

5 STRATEGIC ISSUES

6 ITEMS FOR DECISION - OPEN COUNCIL

6.1 ICO Consultation Response – Draft Guidance for Data Protection Complaints - circulated

Information Governance ICO Consultation Report.pdf — *Page 78*

CON-093-2526 ICO Consultation Response.pdf — *Page 80*

6.2 Memorial Sub Committee Action Notes – 07 August 2025 - circulated

DRAFT 07-08-25 - Memorial Sub-Committee Action Notes.pdf — *Page 90*

7 MOTIONS

7.1 **WITHDRAWN** (09.10.25) Notice of Motion proposed by Alderman Mrs M Morrow, seconded by Councillor A Barr

“That this Council send a letter of support for Marie Curie and Advice NI who are working together to explore options for extending the remit of Bereavement Services currently based in the Department for Communities NI, to allow for a sharing of registered deaths across Departments.

We all at some time in our lives have lost a loved one to death. Followed closely by an administration nightmare informing all the relevant parties to wind up their affairs. In NI this can be a long, slow and difficult process.

An equivalent service in GB called Tell Us Once (TUO) is more extensive than that available in NI. Following the notification of death to the Central Register Office, who then informs TUO which government departments need to be notified. After the notification to Government, it is then the responsibility of that government department to update their records. This removes the responsibility off the bereaved family following the death of a loved one.

I would ask for support of this Campaign to improve and simplify assistance to bereaved families in NI with the administration following the death of a loved one at a time of distress and vulnerability and bringing it into line with the GB TUO system."

8 SEALING

(i) WDR & RT Taggart -and- Mid and East Antrim Borough Council: ICT Services for Broughshane Community Centre T664

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

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7 MOTIONS Contd./ - CLOSED

7.2 Notice of Motion proposed by Councillor M Collins, seconded by Alderman B Ashe, MBE - circulated

Closed NOM proposed by Cllr M Collins, seconded by Ald B Ashe.pdf ***Not included***

9 STRATEGIC ISSUES - CLOSED

10 ITEMS FOR DECISION - CLOSED

10.1 Broughshane Community Centre Update (including options for affordable delivery) - circulated

Broughshane Community Centre.pdf ***Not included***

Appendix 1 Existing Community Centre Use.pdf ***Not included***

10.2 Motion Response: Household Recycling Centre Opening Hours - circulated

HRC Opening Hours Motion Response.pdf **Not included**

10.3 Property at 12-16 Bridge Street, Ballymena - circulated

Property at 12-16 Bridge Street Ballymena.pdf **Not included**

Appendix 1 - Plan of 12-16 Bridge Street, Ballymena.pdf **Not included**

Appendix 2 - Photo - Former Woolworths Store, Bridge Street, Ballymena.png **Not included**

10.4 Sale of Agricultural Land at Brustin Brae Road, Ballytober Road and Old Glenarm Road, Larne - circulated

Sale of Agricultural Lands at Brustin Brae Road, Ballytober Road & Old Glenarm Road, Larne.pdf **Not included**

Appendix 1 - Report to Council dated 22 July 2024 seeking approval for sale..pdf **Not included**

Appendix 2 - Council approval for sale dated 22 July 2024.pdf **Not included**

10.5 Contract Award – Repairs and Maintenance of Compactors, Roll-on/off Containers and Roller Packer - circulated

Contract Award - REPAIRS AND MAINTENANCE OF COMPACTORS ROLL-ONOFF CONTAINERS AND ROLLER PACKER.pdf **Not included**

10.6 Proposed Purchase of lands at Ballykeel, Ballymena - circulated

Proposed purchase of 12 acres at Ballykeel Ballymena.pdf **Not included**

Appendix 1 - 12 acres at Ballykeel brochure.pdf **Not included**

10.7 Marketing of land in Ballymena Showgrounds - circulated

Marketing of land in Ballymena Showgrounds.pdf **Not included**

Appendix 1 Marketing of land in Ballymena Showgrounds - Site location.pdf **Not included**

10.8 Springwell Multi-Storey Car Park Update - circulated (10.10.25)

Report - Springwell Street Multistorey Car Park, Ballymena.pdf **Not included**

Appendix 1 - Springwell St Multi-Storey Car Park Presentation 22.09.25.pdf **Not included**

- ***Appendix 2 - Notes of Springwell Street Carpark Workshop 22.09.25.pdf*** — ***Not included***
- ***Appendix 3 - MEABC Springwell St car park EA 7 March 2025.pdf*** — ***Not included***

Open Council

MID AND EAST ANTRIM BOROUGH COUNCIL

Minutes of Meeting held on Monday 1 September 2025 at 6.30pm in the Council Chamber, The Braid, 1-29 Bridge Street, Ballymena and via remote access

In the Chair:	Councillor J Minford, Mayor
Vice-Chair:	Councillor T Hoey, Deputy Mayor
Present:	Alderman R Glover Alderman T Gordon Alderman R Logan Alderman W McCaughey Alderman S McDonald Alderman P Reid Councillor A Barr (from 6.30pm to 6.43pm and from 7.45pm to 9.01pm) Councillor A Clarke Councillor D Clarke Councillor M Collins Councillor M Donnelly Councillor B Ferris Councillor I Friary Councillor J Gibson Councillor L Gray Councillor B Hadden Councillor A Henry Councillor C Jamieson Councillor P Johnston Councillor R Lawrence Councillor B Lyness Councillor J McKeown Councillor R Quigley Councillor A Rae Councillor A Skinner Councillor B Thompson Councillor M Warwick
Present remotely:	Alderman B Ashe, MBE Alderman Mrs M Morrow Alderman A Wilson (from 6.31pm to 7.55pm) Councillor M Armstrong (from 7.22pm to 7.58pm and from 8.33pm to 8.38pm) Councillor A Barr (from 7.24pm to 7.45pm) Councillor C Harwood (to 8.47pm) Councillor L Philpott (from 7.11pm to 7.32pm) Councillor A Skinner (from 6.47pm) Councillor Mrs A Smyth (from 6.36pm) Councillor R Stewart (to 7.50pm)

DRAFT

Attendance: Mr J McGrandle, Acting Director of Development
Mr J McVeigh, Acting Director of Community
Mr S Morley, Interim Director of Operations
Mrs S Fisher, Assistant Director - Citizen Focus
Mrs S Williams, Assistant Director - Business Support
Ms C Grant, Acting Corporate Solicitor
Ms N McCullough, Senior Communications Officer (to 7.58pm)
Ms E McAlister, Communications Officer (to 7.58pm)
Ms V Steveley, Communications Officer (to 7.58pm)
Ms C Connor, Governance & Democratic Services Officer
Mrs C McIntyre, Governance & Democratic Services Officer

Attendance remotely: Mrs L Donnan, Interim Director of Corporate Services
Mrs L Graham-Metz, Committee Administrator

Public: No members of the public were present.

Press: There were no members of the press present.

Item **Minute**

1. FORMALITIES AND ANNOUNCEMENTS

1.1 Notice of Meeting

The Acting Director of Development read the Notice of Meeting.

1.2 Apologies

Apologies were received from:

Mrs V Watts, Interim Chief Executive
Alderman Ms G Mulvenna
Councillor R Beggs
Councillor G McKeen
Councillor L Philpott

1.3 Declaration of Interest

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

The following declaration was received:

Councillor Johnston declared an interest in item 10.1 as an employee of the Department for Communities.

1.4 Minutes of Council Meetings

1.4.1 Council Meeting held on 21 July 2025

On the proposal of Councillor Quigley, seconded by Councillor Ferris, it was

RESOLVED: That the minutes of the Council Meeting held on 21 July 2025 be taken as read and signed as a correct record.

1.5 Mayor's Announcements

The Mayor extended sympathies to the family and friends of:

- David Reid, former Councillor for the Braid DEA between 2020 and 2023
- Dr Maeve Kyle OBE, an Olympian and a founder of Ballymena & Antrim Athletics Club
- Dr Elma Lutton, former Principal of Cambridge House Grammar School in Ballymena
- Ian Hazlett, a well-known businessman from Clough.

The Mayor also extended sympathies to Lindsay Houston, Parks and Open Spaces Manager on the recent death of her husband, Keith.

Members stood for a minute's silence.

The Mayor gave his congratulations to various people in the Borough, including:

- Alexander Hughes, Larne High School Sports Studies student, on his selection for the 2025 JDC World Championship and World Cup. He will be part of the 2025 Team Northern Ireland and will be Captain of the B Team in Gibraltar this November 2025.
- Paul Lawther from Ballycarry who won a silver medal in archery at the 2025 World Transplant Games in Dresden, Germany.
- The Carrickfergus Bell Ringers from St Nicholas' Church on winning, for the second year running, the All-Ireland Championships.
- Miss Ellen Ferguson from Ballymena who recently celebrated her 105th birthday.

Members requested that the following be extended:

- Congratulations to the Ahoghill Loyal Sons of William Flute band on their 40th Anniversary.
- Remembrance of Orange Victims Day.
- Congratulations to Antrim Coast Rowing Association for their successful hosting of the Irish Coastal Rowing Championships in Glenarm.
- Congratulations to Council teams for their shortlisting at the anticipated APSE Service Awards Ceremony due to be held on 11 September 2025.

2 QUESTIONS

2.1 Members

2.1.1 Tabled Question in the Name of Councillor A Clarke

"To ask the number, capacity and location of all HMOs in the Borough, and details of any enforcement taken in each of the past 5 years".

Councillor A Clarke noted the response provided on Decision Time and commented that this only covered legal HMOs. In response to the Member's comments requesting reassurance in relation to the factors taken into account prior to granting an HMO license, the Acting Director of Community undertook to consider and respond to the Member.

2.1.2 Tabled Question in the Name of Councillor A Barr

"Which MUGA pitches within Braid constituency are locked over the weekend when not in use? i.e. ones which have not been booked by groups.

If such MUGA pitches are locked when not in use, could this be reviewed to allow for youths to use them on a casual basis?"

Councillor Barr noted the response provided on Decision Time and in response to the Member's comments, the Interim Director of Operations undertook to investigate the feasibility of a trial scheme.

2.2 Public

The Mayor advised that fifteen eligible public questions had been received and the previously agreed process would be followed.

Twenty-six further questions were incorrectly submitted and were therefore rejected in accordance with the Protocol criteria, five of which were referred to alternative processes.

No members of the public were in attendance to read their questions.

During the timeslot available, the Mayor read out the questions and the Acting Director of Development provided the answers.

Details of all accepted questions and answers would be published within five working days on the Council website.

3 MINUTES OF COMMITTEE MEETINGS

3.1 Audit and Scrutiny Committee held on 26 June 2025

The Mayor advised that following the approval of the minutes at July's Full Council a typographical error had been found in item 4.2. A revised set of minutes was circulated correcting the same.

On the proposal of Councillor Henry, seconded by Alderman Reid it was

RESOLVED: that the revised minutes of the Audit and Scrutiny Committee held on 26 June 2025, omitting matters in respect of which the Council has delegated its powers to the Committee be approved and adopted.

3.2 Planning Committee held on 24 July 2025

On the proposal of Councillor Rae, seconded by Alderman Gordon it was:

RESOLVED: that the minutes of the Planning Committee held on 24 July 2025, omitting matters in respect of which the Council has delegated powers to the Committee, be approved and adopted.

3.3 Corporate Resources, Policy and Governance Committee held on 28 July 2025

On the proposal of Alderman McCaughey, seconded by Councillor McKeown it was

RESOLVED: that the minutes of the Corporate Policy and Governance Committee held on 28 July 2025, omitting matters in respect of which the Council has delegated powers to the Committee be approved and adopted.

3.4 Neighbourhoods and Communities Committee held on 29 July 2025

On the proposal of Councillor Warwick, seconded by Councillor Friary it was

RESOLVED: that the minutes of the Neighbourhood and Communities Committee held on 29 July 2025, omitting matters in respect of which the Council has delegated powers to the Committee be approved and adopted.

3.5 Environment and Economy Committee held on 4 August 2025

On the proposal of Councillor Gibson, seconded by Councillor Hadden it was

RESOLVED: that the minutes of the Environment and Economy Committee held on 4 August, omitting matters in respect of which the Council has delegated powers to the Committee be approved and adopted.

3.6 Audit and Scrutiny Committee held on 5 August 2025

On the proposal of Councillor Henry, seconded by Alderman Gordon it was

RESOLVED: that the minutes of the Audit and Scrutiny Committee held on 5 August, omitting matters in respect of which the Council has delegated its powers to the Committee be approved and adopted.

3.7 Personnel Committee held on 5 August 2025

On the proposal of Councillor Stewart, seconded by Councillor Gray it was

RESOLVED: that the minutes of the Personnel Committee held on 5 August, omitting matters in respect of which the Council has delegated its powers to the Committee be approved and adopted.

3.8 Personnel Committee held on 26 August 2025

On the proposal of Councillor Stewart, seconded by Councillor Gray it was

RESOLVED: that the minutes of the Personnel Committee held on 26 August, omitting matters in respect of which the Council has delegated its powers to the Committee be approved and adopted.

4 POLICY FRAMEWORK AND BUDGET

No items to consider.

5 STRATEGIC ISSUES

5.1 Performance Self-Assessment Report 2024/25

Report circulated providing the Performance Self-Assessment Report 2024/25 for review and seeking approval to publish the report on Council's website before the statutory deadline of 30 September 2025.

Further to Members' comments and questions, the Acting Director of Development advised that the objective in relation to Major Planning Applications was not in Council's control as it was reliant upon the responses of Statutory Consultees. He reassured Members that Officers continued to raise the issue of the statutory target with the Department for Infrastructure.

In relation to questions and comments regarding Apprenticeships, the Assistant Director – Business Support advised that delays were as a result of staff absence and that the Talent & OD Manager would be bringing a new policy on Work Placements to CRP&G Committee. She undertook to come back to a Member in relation to a query regarding Council's use of apprenticeships and reminded of insurance implications and age limit restrictions for work in Parks.

The Mayor sought clarification regarding the reference in the Performance Self-Assessment report to responsibility for car parks and of the need to clarify. The Assistant Director – Citizen Focus undertook to look into the matter.

The Recommendation to approve the Performance Self-Assessment Report 2024/25 for publication on the Council's website before the statutory deadline of 30 September 2025

was proposed by Alderman McCaughey and seconded by Alderman Reid and

RESOLVED: to approve the Performance Self-Assessment Report 2024/25 for publication on the Council's website before the statutory deadline of 30 September 2025.

6 ITEMS FOR DECISION – OPEN

6.1 Independent Member

Report circulated updating on the current status of the independent member's term of engagement, following the report taken to Audit and Scrutiny Committee and seeking approval to extend the current independent person for Audit and Scrutiny Committee until August 2027, subject to the individual's agreement to continue to undertake the role.

A member of the Audit and Scrutiny Committee fully endorsed the extension of the term of the role, citing that the independent member had carried out his role with distinction having also fulfilled a 100% attendance to date at each meeting.

The Recommendation to approve the extension of the current independent person for Audit and Scrutiny Committee until August 2027, subject to the individual's agreement to continue to undertake the role

was proposed by Alderman Gordon and seconded by Councillor Quigley and

RESOLVED: to approve the extension of the current independent person for Audit and Scrutiny Committee until August 2027, subject to the individual's agreement to continue to undertake the role.

6.2 Inclusion & Equality Sub-Committee Update

Members noted the circulated report which updated on the Inclusion & Equality Sub-Committee.

6.3 Changes in Positions of Responsibility

The Mayor advised that, in the absence of Councillor McKeen, the Nominating Officer of the DUP, the Interim Chief Executive would be informed of the changes at a later date.

Further to a Member's question, the Assistant Director – Business Support confirmed that appointment to the Ballymena BID Board had been made via the d'Hondt process at the AGM for the full scope of the 4-year term.

7 MOTIONS

7.1 Notice of Motion proposed by Councillor L Gray, seconded by Councillor M Donnelly

Councillor Gray proposed the following Motion:

"This council recognises the vital role of trees in enhancing the health and well-being of people and communities, addressing climate change, and supporting biodiversity; commits to raising awareness among residents about these benefits and to actively support efforts to plant and protect the right trees in the right places and for the right reasons, ensuring that everyone can share in the benefits trees provide; and, will commit to exploring how we can educate and raise awareness of trees, the role they play in all our lives across MEA."

Councillor Gray commenced by stating that trees could improve both mental and physical health and therefore the importance of raising awareness in schools was vital, welcoming all tree planting initiatives that Council had already undertaken. She set out that the intention of the Motion was to protect tree coverage across the Borough and recognised the wide benefits of trees.

Action was critical, she suggested, in stopping unnecessary woodland loss, highlighting that Northern Ireland was the least wooded area in Europe. Further work, therefore, needed to be done to protect existing trees for future generations.

She sought Members' support for the Motion.

Councillor Donnelly, in seconding the Motion, stated that currently Northern Ireland had less than 6% tree cover in comparison to the European average of 38%. She detailed the wide-ranging benefits of woodland and, in particular, that of providing natural space for people to enjoy.

She was pleased that the Woodland Trust had welcomed Peter McReynolds MLA's Private Member's Bill proposing new legislation in Northern Ireland to strengthen tree protection by creating a 'Heritage Tree' designation, enhancing existing Tree Preservation Orders (TPOs) and safeguarding ancient woodlands and trees from development and construction projects.

In conclusion Councillor Donnelly expressed the importance of planting and welcomed Council initiatives with local schools to educate children to the benefits in getting outdoors. She concluded in seeking Members' support for the proposed Motion.

Councillor Johnston, whilst endorsing the raising awareness of the many benefits of trees, stressed Council's duty to protect the trees in our Borough through the planning process. He suggested that this could be done through additional planning enforcement and associated conditions.

Councillor Johnston proposed an amendment to include Council's endorsement of the preservation and protection of trees and of working with other charitable

Back to Agenda

projects such as the Queen's Green Canopy Project, in doing so. He was happy for a form of words to be provided by the original proposer and seconded.

The Acting Director of Development assured that the Planning Committee would continue to prioritise this issue within its planning process.

Councillor Jamieson voiced his opposition, along with that of his Party, to the Motion, citing that this was a matter which could be further addressed by the Department for Agriculture, Environment and Rural Affairs (DAERA).

The Mayor requested that a recorded vote be taken.

In conclusion, Councillor Gray welcomed further consideration of how our valuable heritage could be supported, including the potential for increasing this in terms of the tourism potential.

She seconded the amendment as proposed by Councillor Johnston, whilst suggesting that additional wording be added to read "including the promotion, protection and planting of trees through all aspects of Council work and working with other public and charitable organisations to do the same."

Amendment
"This council recognises the vital role of trees in enhancing the health and well-being of people and communities, addressing climate change, and supporting biodiversity; commits to raising awareness among residents about these benefits and to actively support efforts to plant and protect the right trees in the right places and for the right reasons, ensuring that everyone can share in the benefits trees provide; and, will commit to exploring how we can educate and raise awareness of trees and the role they play in all our lives across MEA including the promotion, protection and planting of trees through all aspects of Council work and working with other public and charitable organisations to do the same."

The Mayor put the amended Motion to the vote:

Alderman McCaughey confirmed that the Party lead in Councillor McKeen's absence at the meeting was Alderman Ashe, MBE.

For (28)	Against (6)	Abstention (1)
Mayor, Councillor J Minford Deputy Mayor, Councillor T Hoey Alderman: B Ashe MBE, R Glover, T Gordon, R Logan, W McCaughey, Mrs M Morrow, P Reid, A Wilson Councillor: A Clarke, M Collins, M Donnelly, B Ferris, I Friary, J Gibson, L Gray, B Hadden, C Harwood, P	Alderman: S McDonald Councillor: M Armstrong, D Clarke, A Henry, C Jamieson, M Warwick	Councillor R Stewart

Johnston, R Lawrence, B Lyness, J McKeown, R Quigley, A Rae, A Skinner, Mrs A Smyth B Thompson		

On a recorded vote, 28 Members voted For; 6 Members voted Against; 1 Member Abstained.

The Mayor declared the motion as amended carried.

RESOLVED: That this council recognises the vital role of trees in enhancing the health and well-being of people and communities, addressing climate change, and supporting biodiversity; commits to raising awareness among residents about these benefits and to actively support efforts to plant and protect the right trees in the right places and for the right reasons, ensuring that everyone can share in the benefits trees provide; and, will commit to exploring how we can educate and raise awareness of trees and the role they play in all our lives across MEA including the promotion, protection and planting of trees through all aspects of Council work and working with other public and charitable organisations to do the same.

The Mayor advised that following support for this Motion, he would ask Officers to take the proposal forward with the relevant financial and equality assessment and asked that it return to a future Council meeting for a final decision on implementation.

7.2 Notice of Motion proposed by Councillor A Skinner, seconded by Councillor C Harwood

Councillor Skinner proposed the following Motion:

"Mid and East Antrim notes the importance of farmers and rural dwellers to our society; Recognises that farmers, agricultural workers and people living in rural communities can have lower access to cancer services due to the nature of their work and often living in isolated areas. We also recognise the impact that a cancer diagnosis can have on a family business such as a family farm, including housing, the extended family, and the welfare of livestock; Endorses the "Nip It In The Bud" campaign delivered by the Farming Community Network in partnership with Macmillan Cancer Support and acknowledges the benefits to the rural community. Pledges to do all we can, to raise awareness and save lives, particularly using our social media platforms, to help rural dwellers in this Council area be aware of the symptoms of cancer and to seek immediate medical advice if necessary as evidence demonstrates that early diagnosis and treatment can save lives."

Councillor Skinner commenced by stating that those who reside in a rural community are 5% less likely to survive a diagnosis of cancer because of a late diagnosis than in urban areas. He cited that over one third of Northern Ireland's population lived rurally and suggested a variety of reasons why the rural community did not prioritise health issues.

The work of the 'Nip It In The Bud' campaign, which aimed to reduce barriers to cancer care in farming and rural communities across the UK, was detailed to Members. In full support of its aims, he asked that Council support this across of all of its social media platforms.

He therefore sought Members' support for the Motion.

Councillor Harwood, in seconding the Motion, cited that those living in rural areas had often less access to cancer support and had less awareness of the implications that early diagnosis could have on potential cancer outcomes. She too commended the Nip It In The Bud campaign along with the work of Macmillan Support. This was commended for Member's support to promote early detection and suggested promotion on Council's Social media platforms.

Members voiced their support for the Motion as well as concerns that governmental pressures were adding to the stress of the farming community.

Councillor Collins drew attention to a report by Harvard Health on the increased risk of ill health and stress due to a number of issues including governmental regulatory compliance. Recent programmes enforced by the Minister of Agriculture, Environment and Rural Affairs of Northern Ireland had, he suggested, had seriously added to the stress of the farming community.

In light of this, he proposed an amendment that Council further agrees to write to the Minister of Agriculture, Environment, and Rural Affairs of Northern Ireland urging him to reflect on his actions while in post, particularly concerning the Nutrient Action Programme and proposed draft Climate Action Plan, and to take any and all the actions that he can to reduce the stress being placed on the farming community by his Department."

In rejecting the proposed amendment to the Motion, Councillor Skinner requested that a recorded vote be taken.

In conclusion, Councillor Skinner reiterated that the main aim of the proposed Motion was to support the local Nip It In The Bud Campaign, initiated by the Farming Community Network and Macmillan Cancer Services who had reached out to the Alliance party for support. He commended some of the positive work which had been implemented by the Minister for Agriculture, Environment and Rural Affairs.

In seconding the amendment proposed by Councillor Collins, Alderman Mrs Morrow agreed that the association between stress and cancer had been well documented, adding that Labour's proposed implementation of inheritance tax had to be reconsidered; this had already been the cause of much stress within the farming community in recent months and would clearly affect farm succession in many local farming households.

"Mid and East Antrim notes the importance of farmers and rural dwellers to our society; Recognises that farmers, agricultural workers and people living in rural communities can have lower access to cancer services due to the nature of their work and often living in isolated areas. We also recognise the impact that a cancer diagnosis can have on a family business such as a family farm, including housing, the extended family, and the welfare of livestock; Endorses the "Nip It In The Bud" campaign delivered by the Farming Community Network in partnership with Macmillan Cancer Support and acknowledges the benefits to the rural community. Pledges to do all we can, to raise awareness and save lives, particularly using our social media platforms, to help rural dwellers in this Council area be aware of the symptoms of cancer and to seek immediate medical advice if necessary as evidence demonstrates that early diagnosis and treatment can save lives. Council further agrees to write to the Minister of Agriculture, Environment, and Rural Affairs of Northern Ireland urging him to reflect on his actions while in post, particularly concerning the Nutrient Action Programme and Climate Action Plan, and to take any and all the actions that he can to reduce the stress being placed on the farming community by his Department."

The Mayor put the amended Motion to the vote:

For (27)	Against (6)	Abstention (1)
Mayor, Councillor J Minford Deputy Mayor, Councillor T Hoey Alderman: B Ashe MBE, R Glover, T Gordon, W McCaughey, S McDonald, Mrs M Morrow, P Reid, Councillor: M Armstrong, A Barr, A Clarke, D Clarke, M Collins, B Ferris, I Friary, B Hadden, A Henry, C Jamieson, P Johnston, R Lawrence, B Lyness, R Quigley, A Rae Mrs A Smyth, B Thompson, M Warwick	Alderman: R Logan Councillor: M Donnelly, J Gibson, L Gray, C Harwood, A Skinner	Councillor J McKeown

On a recorded vote 27 Members voted For; 6 Members voted Against; 1 Member Abstained.

The Mayor declared the Motion as amended carried.

RESOLVED: That this Council notes the importance of farmers and rural dwellers to our society; Recognises that farmers, agricultural workers and people living in rural communities can have lower access to cancer services due to the nature of their work and often living in isolated areas. We also recognise the impact that a cancer diagnosis can have on a family business such as a family farm, including housing, the extended family, and the welfare of livestock; Endorses the "Nip It In The Bud" campaign delivered by the Farming Community Network in partnership with Macmillan Cancer Support and acknowledges the benefits to the rural community; Pledges to do all we can, to raise awareness and save lives, particularly using our social media platforms, to help rural dwellers in this Council area be aware of the symptoms of cancer and to seek immediate medical advice if necessary as evidence demonstrates that early diagnosis and treatment can save lives; Council further agrees to write to the Minister of Agriculture, Environment, and Rural Affairs of Northern Ireland urging him to reflect on his actions while in post, particularly concerning the Nutrient Action Programme and Climate Action Plan, and to take any and all the actions that he can to reduce the stress being placed on the farming community by his Department.

The Mayor advised that following support for this Motion, he would ask Officers to take the proposal forward with the relevant financial and equality assessment and asked that it return to a future Council meeting for a final decision on implementation.

8 SEALING

No items to be considered.

The information contained in the reports associated with the following items was restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

On the proposal of Councillor Lyness, seconded by Councillor Jamieson, it was

RESOLVED: That the Meeting goes into Closed Council.

In accordance with Council Section 42(4) of the Local Government Act (Northern Ireland) 2024 and Schedule 6 of the Local Government Act members of the Press and the public were excluded for this section of the Meeting. The Mayor reminded Members that business discussed in Closed Council should remain confidential.

9 STRATEGIC ISSUES – CLOSED

No items to consider.

10 ITEMS FOR DECISION – CLOSED

Councillor Johnston had previously declared a non-pecuniary interest in Item 10.1 and did not leave the Chamber.

10.1 Land at Taylors Avenue, Carrickfergus

Report circulated seeking approval to market for sale 4.84 acres of land and premises at Taylor's Avenue, Carrickfergus.

The item was determined to fall within Closed business as information fell under the prescribed exemptions: Local Government Act (NI) 2014, Schedule 6, Part 1, Paragraph 3, Information relating to the financial or business affairs of any particular person (including the council holding that information). Publication of the report would become unrestricted: never.

Members discussed the proposal with the Interim Director of Operations responding to queries in respect of the discussions with the Club to date, in-kind support by Council, valuation of the land, application of restrictive covenant protections and what should be included in the sale. He further undertook to circulate a breakdown of Council's investment to date to Members.

The Recommendation to authorise Officers to undertake the proposals to engage the services of OKT to market the lands and premises at Taylors Avenue, Carrickfergus with a further detailed catalogue of what is included in the sale to be agreed with the Club before the facility goes on the open market

was proposed by Councillor D Clarke and seconded by Councillor Skinner and

RESOLVED: to authorise Officers to undertake the proposals to engage the services of OKT to market the lands and premises at Taylors Avenue, Carrickfergus with a further detailed catalogue of what is included in the sale to be agreed with the Club before the facility goes on the open market.

10.2 Springwell Multi-Storey Car Park

Report circulated seeking approval to market the Springwell Street multistorey car park, Ballymena, for sale.

The item was determined to fall within Closed business as information fell under the prescribed exemptions: Local Government Act (NI) 2014, Schedule 6, Part 1, Paragraph 3, Information relating to the financial or business affairs of any particular person (including the council holding that information). Publication of the report would become unrestricted: after Council decision and asset would be disposed of.

Councillor Gibson outlined his concerns and proposed that:

"Officers prepare a paper with options to reduce staffing costs, detailed proposals in relation to potential parking costs if provided by a private operator and actions to mitigate the impact on potential loss of footfall."

The Interim Director of Operations advised that the previous report to Corporate Resources, Policy & Governance Committee contained the Economic Appraisal and that this was appended to the circulated report.

Councillor Lyness proposed Option 4 as detailed in the report and outlined his reasons.

The Mayor called a recess at 8.17pm. The meeting reconvened at 8.28pm.

The Mayor sought a seconder for Councillor Gibson's proposal. Councillor Harwood seconded his proposal.

A recorded vote was requested.

Voting on the proposal by Councillor Gibson and seconded by Councillor Harwood resulted as follows:

For (6)	Against (26)	Abstention (1)
Alderman: R Logan Councillor: M Donnelly, Gibson, L Gray, C Harwood, A Skinner	Mayor, Councillor J Minford Deputy Mayor, Councillor T Hoey Alderman B Ashe MBE, R Glover, T Gordon, W McCaughey, S McDonald, Mrs M Morrow, P Reid, Councillor: A Barr, A Clarke, D Clarke, M Collins, I Friary, B Hadden, A Henry, C Jamieson, P Johnston, R Lawrence, B Lyness, J McKeown, R Quigley, A Rae Mrs A Smyth, B Thompson, M Warwick	Councillor: B Ferris

On a recorded vote 6 Members voted For; 26 Members voted Against; 1 Member Abstained.

The Mayor declared the motion lost.

The Recommendation to authorise Officers to arrange an Elected Member Workshop to enable further consideration of the matter

was proposed by Alderman Ashe and seconded by Councillor Warwick and

RESOLVED: to authorise Officers to arrange an Elected Member Workshop to enable further consideration of the matter.

10.3 FY202526 – Capital Plan Budget Reallocation

Report circulated seeking approval for the reallocation of the amount as detailed within the report in approved Capital Funding over FY2025/26, to address emerging project issues for the Cranny Falls Health and Safety Stabilisation project and the new visitor Interpretation at The Gobbins.

The item was determined to fall within Closed business as information fell under the prescribed exemptions: Local Government Act (NI) 2014, Schedule 6, Part 1, Paragraph 3, Information relating to the financial or business affairs of any particular person (including the council holding that information). Publication of the report would become unrestricted: sometime in the future.

The Acting Director of Community advised that, following the decision made in the previous item, alternative funding could be found from other projects in the Capital Plan. He asked if Members were content to proceed on this basis or if they would prefer an amended report be brought back.

The Acting Director of Community responded to Members' queries in respect of Brown's Bay changing places facility provision, funding/planning permission associated with the Gobbins Visitor Centre in anticipation for the re-opening of the Path and Whitehead 3G Pitch funding.

Following discussion, during which the Interim Director of Corporate & Support Services provided procedural clarification and noting the urgency of a decision being made, Councillor Skinner proposed that the item be deferred for a further detailed report to be provided to Committee, subject to Members approving the funds.

Alderman McCaughey, as Chair of Corporate Resources, Policy & Development Committee, advised that he was content for the item to be added to the agenda for the next meeting.

The Recommendation to

(i) defer a decision to approve the re-profiling of the figure as detailed in the report in approved FY2025/26 Capital Funds to the next meeting of CRP&G in September
(ii) All Elected Members to be sent the updated report with a deadline for replies to Officers of Friday 05 September
(iii) That the CRP&G Committee be granted delegated powers to make the decision on behalf of Council

was proposed by Councillor Clarke and seconded by Alderman Mrs Morrow and

RESOLVED:

(i) to defer a decision to approve the re-profiling of the figure as detailed in the report in approved FY2025/26 Capital Funds to the next meeting of CRP&G in September
(ii) to send all Elected Members the updated report with a deadline for replies to Officers of Friday 05 September
(iii) to grant delegated powers to the CRP&G Committee to make the decision on behalf of Council.

DRAFT

10.4 Carrickfergus Amphitheatre Project Update

Report circulated updating on Carrickfergus Amphitheatre Spa Refurbishment and seeking approval of an additional Council Contribution under the Capital plan to enable delivery of the project.

The item was determined to fall within Closed business as information fell under the prescribed exemptions: Local Government Act (NI) 2014, Schedule 6, Part 1, Paragraph 3, Information relating to the financial or business affairs of any particular person (including the council holding that information). Publication of the report will become unrestricted: at some point in the future.

Councillor Johnston proposed accepting the Officers' recommendations, with Councillor Collins seconding the proposal.

Alderman Reid requested an addition that an Elected Members' Workshop be convened to further discuss leisure provision across the Borough and sought the agreement of the proposer and seconder of the recommendation.

The proposer and seconder were content with the addition.

The Recommendation that Council

(i) approve the reallocation of the amount detailed within the Report within Capital Budget Financial Year 2026/2027 for the Amphitheatre Carrickfergus Spa Refurbishment
(ii) Officers to arrange an Elected Member Workshop to consider Leisure across the Borough

was proposed by Councillor Johnston and seconded by Councillor Collins and

RESOLVED:

(i) to approve the reallocation of the amount detailed within the Report within Capital Budget Financial Year 2026/2027 for the Amphitheatre Carrickfergus Spa Refurbishment
(ii) Officers to arrange an Elected Member Workshop to consider Leisure across the Borough.

10.5 Contract Award – Preferred Suppliers

Report circulated seeking approval to award and enter contracts for preferred suppliers for tender T694 for MEABC Play Park Development Programme 25-26 and tender T685 for Cranny Falls Slope Stabilisation Works.

The item was determined to fall within Closed business as information fell under the prescribed exemptions: Local Government Act (NI) 2014, Schedule 6, Part 1, Paragraph 3, Information relating to the financial or business affairs of any particular person (including the council holding that information). Publication of the report will become unrestricted: never.

The Recommendation that Council

(i) approve the issue of an award letter to enter into contract with Garden Escapes (Ireland) Ltd for T694 MEABC Play Park Development Programme 25-26
(ii) approve the issue of an award letter to enter into contract with JPM Contracts for T685 Cranny Falls Slope Stabilisation Works
(iii) authorise the Mayor and Interim Chief Executive to execute and seal the relevant contractual and legal documents on behalf of Council

was proposed by Councillor Skinner and seconded by Alderman McCaughey and

RESOLVED:

(i) to approve the issue of an award letter to enter into contract with Garden Escapes (Ireland) Ltd for T694 MEABC Play Park Development Programme 25-26
(ii) to approve the issue of an award letter to enter into contract with JPM Contracts for T685 Cranny Falls Slope Stabilisation Works
(iii) to authorise the Mayor and Interim Chief Executive to execute and seal the relevant contractual and legal documents on behalf of Council.

10.6 Transfer of lands at Keeran Moss, Carrickfergus

Report circulated seeking approval to transfer lands at Keeran Moss, Cairn Road, Carrickfergus, as outlined in red in the map appended to the report.

The item was determined to fall within Closed business as information fell under the prescribed exemptions: Local Government Act (NI) 2014, Schedule 6, Part 1, Paragraph 3, Information relating to the financial or business affairs of any particular person (including the council holding that information). Publication of the report will become unrestricted: sometime in the future.

The Recommendation that Council

(i) approve the transfer of the lands outlined in red on the map appended to the Report
(ii) authorise the Mayor and the Interim Chief Executive to execute and seal the Transfer

was proposed by Alderman Logan and seconded by Councillor Warwick and

RESOLVED:

(i) to approve the transfer of the lands outlined in red on the map appended to the Report
(ii) to authorise the Mayor and the Interim Chief Executive to execute and seal the Transfer.

OPEN COUNCIL

On the proposal of Councillor Henry, seconded by Councillor Hoey, it was:

RESOLVED: That the meeting returns to Open Council.

The Meeting ended at 9.01pm.

-- Mayor

-- Interim Chief Executive

-- Date

DRAFT

MID AND EAST ANTRIM BOROUGH COUNCIL
PLANNING COMMITTEE

Minutes of Meeting held on Thursday 4 September 2025 at 10.00am in the Council Chamber, The Braid, 1-29 Bridge Street, Ballymena and via remote access

In the Chair:	Councillor A Rae
Vice Chair:	Councillor Mrs A Smyth
Present:	Alderman R Glover Alderman T Gordon Alderman R Logan Alderman S McDonald (to 12.05pm) Alderman P Reid Councillor A Barr Councillor T Hoey Councillor J McKeown Councillor J Minford Councillor A Skinner
Attendance:	Mr J McGrandle, Acting Director of Development Mr K Patterson, Acting Head of Planning and Building Control Mrs S Adams, Principal Planning Officer (observing) Mr G McGuinness, Principal Planning Officer Ms D Kerr, Planning Officer Mr S O'Kane, Planning Officer Mr H McAlister, Planning Officer Mr K Irwin, Senior Planning Officer (observing) Mr S Shiels, Solicitor Mrs C Connor, Governance & Democratic Services Officer Mrs G Carmichael, Governance & Democratic Services Officer Mrs C McIntyre, Governance & Democratic Services Officer Mrs F McLernon, Office Manager, Planning & Building Control
Also in Attendance:	Mr Sammy Wilson, MP (to 12.20pm) Mr T Gaston, MLA (to 11.55am) Ms Sian Mulholland, MLA (to 11.55am) Alderman W McCaughey (to 11.55am) Councillor C Harwood (to 11.55am) Mr S Warren, M Large Tree Services (to 10.33am) Mr D Monaghan, MBA Planning (to 12.20pm) Mr C Martin, Applicant (to 11.55am) Mr M McKinstry, TDK Property (to 11.55am)

	Mr G McPeake, Architect (to 11.55am) Mr R Sheehy, Flood Engineer (to 11.55am) via Teams Mrs J Logan, Naked PR (to 11.55am)
Public:	6 members of the public were present until 10.32am
Press:	No members of the press were present.

ITEM **MINUTE**

1 Notice of Meeting

Members were advised that the meeting would be audio recorded and broadcast live on Council's website.

Those who had registered speaking rights would be given an opportunity to address the Committee in person or remotely. Each Member and Officer introduced themselves.

2 Apologies

There were no apologies to be recorded.

3 Declarations of Interest

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

Councillor Mrs A Smyth raised a declaration of interest in item 4.2 - Planning Application No. LA02/2025/0206/O - Erection of manufacturing facility and associated office and storage buildings and associated features at land to the immediate north and north-west of No 29 Moorfields Road, and to the east of Nos 27 & 27A Moorfields Road, Ballymena – due to speaking rights registered by Mr S Wilson, MP. Councillor Mrs A Smyth is a member of staff in the MP's office.

4 Schedule of Planning Applications

4.1 Planning Application No. LA02/2025/0001/TPO – 200m West of 26 Loughloughan Road, Broughshane

The Acting Head of Planning advised that late representations had been submitted by Save Craigswood and Friends of the Earth. He noted the issues raised as Craigswood was recognised as an ancient woodland, location within the Antrim Coast and Glens Area of Outstanding Natural Beauty, Environmental Impacts resulting in potential loss of Craigswood and any future development at Craigswood, potential legal implications of not protecting Craigswood, and alleged illegal malicious damage to trees within Craigswood. He confirmed that all issues raised had already been considered through the Provisional Tree Protection Order process to date and were documented within the Committee reports and appendices.

The Planning Officer presented to Members that Council received formal application on 22 October from a local resident to impose a Tree Preservation Order. The reason for the imposition of the Provisional Tree Preservation Order was given as itwas classified as ancient woodland and there had been a perception that there was a threat to the existence of the trees.

The potential threat was stated due to the change of ownership as the land was to be subject to an auction. Details of the auction were only provided on the day of the auction to Council. Following an initial assessment, a provisional tree preservation order was served on the land comprising Craigswood and the bands of trees that extend to the Ballylig and Loughloughan Roads. An initial provisional Tree Preservation Order LA02/2024/0003/TPO was served on 1 November 2024, due to the auction date. She noted a delay in sourcing an arboriculturist to carry out the more detailed tree survey resulted in the 6-month period for its confirmation due to expire prior to Officers presenting to the Planning Committee.

A second provisional Tree Preservation Order was served on the same lands on 1 May 2025, under the same reference as this application, to ensure continued protection and until the matter could be discussed at Committee. The Planning Officer confirmed that this process was all under accordance of Councils Scheme of Delegation and prior to the expiration of the second provisional Tree Preservation Order, to allow the application to be discussed at Committee.

The Planning Officer gave a brief background to Craigswood, such as the location, position of land, views, species of trees, size of the land as well as being recorded as ancient woodlands due to historical evidence from old ordinance survey maps. She confirmed that this classification did not afford any significant protection to the trees.

The main objective of the woodland Tree Preservation Order was to safeguard the area, as opposed to the individual trees. She noted the various large and smaller species of trees within the woodland, as well as highlighting that there were some dead wood, fallen trees and trees in poor condition, which was all part of the natural regeneration process of a woodland.

The Planning Officer referred to slides containing photographs of the woodland as well as the service of notice. She continued that no tree works had been recommended by the arboriculturist, but monitoring was recommended. It was noted that even the trees in poor condition could potentially accommodate bat roosts.
In conclusion, the tree survey stated that Craigswood, made a significant contribution to the local environment, biodiversity, landscape, character,

amenity and value of the area. Following reports to damage of the trees, under the provisional Tree Preservation Order, Officers viewed the damage and sought the advice of the arboriculturist.

An addendum was added to the tree survey to include the damage to the trees, which included photographs of some of the damage. The arboriculturist concluded that the damage could have been made 6 – 18 months ago and could not ascertain if they had been malicious. His conclusions also stated that the trees should recover and also the possibility that the incisions were made from accidental maintenance or clearance work, for example, of ivy.

The Planning Officer advised of correspondence received, including four objections during the process of the two provisional Tree Preservation Orders. Four different law firms acting on behalf of the new owners had been in correspondence with Officers. There had also been a number of late letters received, mainly in support, which the Acting Head of Planning had referred to earlier in the meeting.

She referred to one note from Dr Blackstock, an arboriculturist, stating the inclusion of a laneway as he felt that it contained only hedgerows, and he also queried the timings of the introduction of the Tree Preservation Order. The main objections were largely procedural issues, to do with the lack of knowledge of the landowners not being aware that the provisional Tree Preservation Order was going to be served, financial consequences, alleged mal administration and failure of the Council to provide information, as well as threatening a judicial review process, due to alleged abuse of position and misconduct in public office.

In conclusion, the Planning Officer confirmed that the objections were considered, and it was felt that they did not affect the argument of the merits of protecting the woodlands under a Tree Preservation Order, as the woodlands have little protection currently and this would safeguard the woodland permanently. She added that the woodland also acted as a buffer in the landscape for the quarry site and aided screening of it from the wider views, as well as being the only significant woodland in this generally exposed uphill landscape. As previously stated, the woodland made a significant contribution to the local environment and biodiversity, and for that reason, approval of the Tree Preservation Order was recommended.

Ms S Mulholland, MLA, thanked Officers and Members for the opportunity to speak and felt that it was clear from the points already raised by the Officer that Craigswood was an irreplaceable feature of natural heritage and highlighted its importance, which had already been registered by the Woodland Trust, but unfortunately did not give protection to the wood. She referred to the site location, which sat with an Area of Outstanding Natural Beauty and under Planning Policy Statement 2, PPS 2, Natural Heritage, the Planning System had a duty to protect ancient and semi natural woodlands and to prevent their loss and deterioration.

She continued that the SPSS required decision makers to adopt precautionary principle and prioritise the avoidance of harm to sensitive habitats. The Wildlife and Natural Environment Act Northern Ireland 2011, made it unlawful to damage habitats that support protected species. Bats are a European protected species, and she stated that roosts were well known to exist within Craigswood.

Ms Mulholland referred to the Planning Act Northern Ireland 2011, that local authorities had the power and the responsibility to make Tree Preservation Orders where it is expedient in the interest to the amenity. She referred to the previous damage to trees, and in her opinion made this case more urgent to grant the Tree Preservation Order.

Ms Mulholland made the point that once these trees were lost, they would be lost and would not be replaced in our lifetime, stating that it would undermine the biodiversity, landscape and character of this Area of Outstanding Natural Beauty. She believed that the Planning Policy Framework was clear, that protection should be first and mitigate only when avoidable and compensate only as a last resort.

Ms Mulholand stressed that compensation was not appropriate in this case and that avoidance was not the only option available and urged action to protect the trees to approve the Tree Preservation Order for Craigswood.

In response to a question from a Member, Ms Mulholland, in her own opinion, felt that there was a potential threat to the whole area, and had already seen threat, as six trees had already been damaged and therefore felt that there was a threat to the area.

Councillor C Harwood thanked the Chair and committee for the opportunity to speak in favour of the Officer's recommendation as well as thanking Planning Officers for their work on this application.

She referred to the previous Council Meeting, where a Notice of Motion had been approved "recognising the vital role of trees in enhancing the health and well-being of the people and communities in our borough, addressing climate change and supporting biodiversity." And felt it was fitting that this application was being discussed.

She highlighted her engagement to date with local residents to ensure the protection of this woodland and noted that The Woodland Trust designated Craigswood as a category 3 Ancient Woodland that was documented as far back as 1829.
She noted that an arboriculturist deemed that the woodland contributed significantly to the local environment, the landscape character and biodiversity of the surrounding area. As the Council recently supported a motion recognising the vital role of trees in the borough including to biodiversity, she was confident that this committee would support the application.

She added that once the Tree Preservation Order was granted, Council would need to ensure that there were robust checks in place, as the woodland had already been damaged, noting that the Arboriculturist believed the tree would thankfully recover. Referring to the Tree Preservation Order, she urged that if any further damage was to be caused, that this would be accordingly investigated and reported to the relevant authorities.

In conclusion, Councillor Harwood reminded the committee that it had both a moral and statutory duty to protect woodlands and trees and urged the Members to support the Officers recommendation to approve the Tree Preservation Order.

There were no questions for the Member and the Chair advised that Mr S Warren – M Large Tree Services was available to answer technical questions relating to the Tree Survey.

In response to a query from a Member, the Planning Officer advised that the damage to the trees was currently an ongoing investigation and if the Tree Preservation Order was approved, any future works would require consent to be carried out.

The Planning Officer advised of the process which would follow through to prosecution, if any works or damage was caused to the trees following a Tree Preservation Order.

In response to a question from a Member, regarding a threat to the trees if the Tree Preservation was not granted, Mr Warren replied that damage to trees suggested risk, but he would not be able to quantify further risk in his decision.

The Planning Officer acknowledged a typo in the report regarding the date of the first provisional Tree Preservation Order, which should have read 2024, not 2025.

In response to queries from Members, the Planning Officer responded that Officers had a duty to notify the owner of the provisional Tree Preservation Order, only when it has been granted. The Acting Head of Planning also confirmed this and was content that the statutory procedures were followed.

Recommended: that Planning Application No. LA02/2025/0001/TPO – 200m West of 26 Loughloughan Road, Broughshane for approval.

Proposed by Councillor Skinner and seconded by Councillor McKeown and

RESOLVED: that Planning Application No. LA02/2025/0001/TPO – 200m West of 26 Loughloughan Road, Broughshane be agreed.

Voting on the proposal was as follows –

For	Against	Abstain
12	0	0

6 members of the public left the meeting.

4.2 Planning Application No. LA02/2025/0206/O - Erection of manufacturing facility and associated office and storage buildings and associated features at land to the immediate north and north-west of No 29 Moorfields Road, and to the east of Nos 27 & 27A Moorfields Road, Ballymena

Councillor Mrs A Smyth left the meeting at 10.30am

Members were advised in respect of the location and characteristics of the site location and that the vehicular access to this site was via Moorfields Road, a designated protected route. He noted that the applicant had provided contextual drawings showing how the development could be integrated within the site.

The Officers apprised Members of the Planning Policies relevant to this development. With regards to Policy ECD4 (Economic, Agricultural and Forestry development in the Countryside) the Officer informed that the applicant requested the development be assessed under Criteria C (major industrial development within the countryside) which states that such developments may be permitted if there is a significant contribution to the regional economy and where a countryside location is required. The Officer acknowledged that although this development would create 300 regional jobs, the figure would only contribute to 0.7 % of the total employment within Mid and East Antrim Borough Council and would therefore not be considered enough to constitute a significant regional contribution. The Officer then presented alternatives industrial sites at the Woodside Road West and Sillverwood Business Park.

With regard to Policy, TR2 (access to protected routes), the Officer informed that Department did not consider the proposal to meet the criteria for an exception in terms of ECD4 and therefore deemed it contrary to Policy TR2.
It was noted that all remaining statutory Organisations were satisfied with the proposal subject to conditions and that 13 letters if support and 2 letters of objection were received.

In conclusions the Officer on behalf of the Planning Department acknowledged the Social and Economic benefits but given the availability of alternatives sites was recommending the proposal for refusal.

Mr Dermot Monaghan (MBA Planning) speaking in opposition to the Officers' recommendation discussed how the proposal met policy EDC4, highlighting that NI regional newspapers had published articles on the economic contribution of this proposal, highlighting the creation of 300 new jobs.

He also informed that the First and Deputy First Minister considered this level of job creation to be significant at regional level by announcing other 300 job developments on the Northern Ireland Executive website.

Mr Monaghan raised his concerns regarding the alternative site options, pointing out that the conversion of an old building at Silverwood was not viable as the applicant required a purpose-built facility for reasons of risk management, accident prevention, business efficiency and to provide modern office space.

He also raised concerns about the flood risk at the Woodside Road West site and the fact that other users of the site would pose a risk to site security, health and safety making it more difficult to obtain insurance. He stated that there were no alternative suitable sites, and the proposal met Policy EDC4.

Mr Monaghan said the proposal met the protected routes policy because it involved use of an existing access and met the criteria for development in the countryside. He also informed that DFI roads had confirmed that the access had acceptable visibility and no issue had been raised regarding road safety.

Mr Connor Martin gave an overview of how his business began and its achievements so far. In just six years the company created 270 jobs, 134 million in lifetime sales, 6 million in annual salaries and currently has 4.5 million customers. Mr Martin stated that the business was the fastest growing E-commerce group in the Uk which proved that Ballymena and Northern Ireland can compete on the global stage, making this venture not just regionally significant but nationally significant.

Mr Martin informed that his company had outgrown its current facility, and the next step would be either to move to Manchester where shipping costs would be halved or alternatively to stay in Ballymena with a purpose-built site, creating 300 new jobs, £11 million investment and ultimately bring manufacturing back to Ballymena town.

In response to members questions, Mr Martin confirmed that the creation of 300 new jobs would be a major contribution to the economy in the area and added that the proposal met the second aspect of the policy in requiring a countryside location. He advised that the alternative options were not suitable because of inadequate security, fire safety and accident risk due to ethanol on site. Conversion of existing premises or rental would be too expensive and would leave no security of tenure. Mr Martin also added that a major distribution company would be willing to set up a distribution centre in Northern Ireland if this proposal was to go ahead.

Mr Martin also added that his company was the only one of its kind in Northern Ireland and as a result made it difficult to obtain insurance. In terms of sustainability, Mr Martin informed that all manufacturing processes took place on a single site and the product Ingredients and packaging were naturally sustainable. He specifically highlighted their aluminium free deodorant product. He also pointed out that being able to facilitate larger volumes of ethanol on a standalone site would save on transport costs and add to the sustainability.

In response to a question regarding the access road, Mr Monaghan said that proposed construction of a right turn lane into the sites would improve existing access and that DfI has not raised an issue with the road safety.

Mr Martin advised that start and finish times for staff on the site could be scattered further than at present to reduce congestion at the Moorefield site. It was noted that the increase in traffic would be 0.01%.
Mr Martin hoped to see the new site up and running within two years.

Mr S Wilson, MP, speaking against the Officers' recommendations, thanked the committee and said that it was not every day that a proposal was submitted creating 300 new manufacturing jobs in the Borough. With reference to the regional significance of the creation of 300 new jobs, Mr Wilson questioned as to why the figure of 300 (0.7% increase) was not significant. He reiterated what had previously been said, that most current development proposals applications had created no more 200-300 new jobs and were hailed as a success which was an indicator of their importance to Northern Ireland.

Mr Wilson then talked about the reasons why alternative sites were unsuitable, due to flood risk, cost, and fire safety with ethanol. He emphasised that the specific needs for this industry required security, fire safety and accessibility. He also emphasised that you could not get any closer to an edge of town site as the one proposed today.
In conclusion Mr Wilson stated that if Planning refuses this application, then they would be setting a very high criteria for that exception. If accepted, then it would give assurance for other proposals to come in the future.

In response to members question Mr Wilson emphasised that any announcement of 300 jobs anywhere else in Northern Ireland would be regarded as very significant and the wages, spending power and the knock-on effects on other industry would also be of benefit to economic growth in the area.

The traffic objection regarding intensification of traffic onto a protected route could be alleviated and there are examples of where developments had been accepted further along the road.

Mr T Gaston, MLA, speaking in opposition to the Officers' recommendation commenced by stating that this was the first opportunity since planning was devolved to council to make a decision that would bring a £100m business into Mid and East Antrim, with an £11m investment to build a state-of-the-art, purpose-built facility that would allow this company to double its 300-strong workforce.

He spoke about Mr Connor Martin, a local Ballymena man wanting Ballymena to reap the rewards of this significant investment.
He urged the committee to view this proposal with its creation of 300 jobs to be a regionally significant contribution to our economy and asked that they consider and approve under the Policy ECD4 section C.

He pointed out that there was a well-established 3-acre business park on the same road and it clearly demonstrated vehicles can safely ingress and egress onto this road. He had no doubt that appropriate engineering solutions would be submitted to meet any requirements Department of Infrastructure may raise.

Regarding the alternative sites, Mr Gaston stressed that none of the sites met the very specific and complex needs of the business due to the high value and hazardous nature of the products that would be stored onsite and emphasised the need for an independent site to safeguard against theft and minimise fire risks. Land suitability and flood risk were other negative factors ruling out the Woodside Road site.

In closing, Mr Gaston emphasised that this was a once in a generation opportunity to bring a world-class business into the Borough. Failure to grant permission would result in Mid and East Antrim losing out with investment moving to Great Britain. Approval today would be a good news story for Mid and East Antrim and would show that this Borough to be pro-business, forward-looking, and serious about economic growth.

In response to a Members question, Mr Gaston confirmed that in his opinion, section C of Policy EDC4 does apply.

Miss S Mulholland, MLA speaking in opposition to the Officers' recommendation commenced by recognising that Planning decisions had to be made within the framework of the Local Development Plan. She believed that the proposal could be fully justified, and refusal would represent a huge lost opportunity of significant scale at both local a regional level.

She advised that the applicant demonstrated on the existing site the ability to develop in a sympathetic and sustainable manor. The scale of the proposal with the creation of 300 jobs was highly significant in a location marked by high levels of deprivation. She reiterated what had been previously discussed and asked what would be significant, if this figure wasn't.

She encouraged Members to defer and consider a site visit if the committee was minded to refuse the application. This would allow Members to see the challenges faced on a shared site first hand.

With reference to the transportation issue, she believed that the applicant had shown willingness to meet the specifications of DfI and work with all statutory bodies to ensure access and egress to the road would be safe and compliant.

In conclusion Ms Mulholland believed that this was an opportunity to enable a huge development to strengthen the local economy allowing a successful local business to expand in a way that was safe and sustainable. She encouraged the Committee to do all they could to support.

Ms Mullholland in response to a question from a Member, confirmed that the application complied with Policy ECD4. She also added that the business would be an economic driver for entrepreneurial young people in this Borough. She pointed out that most of the current work force were from the Ballymena, Carrickfergus and Larne area and this would also have a knock-on impact to the local economy.

Alderman W McCaughey in opposition to the Officers' recommendations commended Planners for the work they had done. They had taken and applied the planning regulations as set out by central government.

He remarked on the potential creation of 300 jobs and the initial £11 million investment to the Braid area of Mid and East Antrim and how this would create opportunities for our people.

Alderman McCaughey urged the committed to ask all the questions they required to get the assurances they needed to reconsider this decision, emphasising that Entrepreneurs like Connor came along rarely.

He said that if this application was granted today, every future entrepreneur would look at Mid and East Antrim and see that this borough was truly the place to seed, grow and be supported.
He emphasised the vital role of the committee in this decision and asked Members to take into account the industry specific, mitigating circumstances alongside the principles of the corporate plan. He added that the applicant was willing to take risk to grow his business once again and reinvest all in Mid and East Antrim and that Council should give their superb economic team the chance to walk alongside him to offer support and the opportunity to grow into the future.

Councillor C Harwood speaking in opposition to the Officers' recommendations summed up what had been said in previous speeches. She stated that the area was one of high deprivation and that the proposal would be an opportunity to bring jobs to the area alongside a high level of investment.

She reiterated that the alternative sites did not meet the specific needs of the company due to security and site costs and therefore should be taken into consideration. The eagerness of the applicant to work with the local community and mindfulness to scatter start times to reduce impact proves that this was a well thought out and sympathetic proposal.

Councillor Harwood although in favour of protecting the countryside from over development, felt that the uniqueness of the site with its proximity to the M2 and other business developments made it the perfect site to develop under the ECD4 criteria C. She hoped that the Committee would stand alongside her and other speakers to back the application and create 300 new jobs in the town.

Mr R Sheehey (Flood Engineer) Mr G McPeake (Archtitect) and Mr M McKinstry (TDK Property) were available to take further questions from the Committee. In response to a Members question the speaker gave his assurance that the alternative sites at Silverwood Business Park and Woodside Road West were not suitable sites for the developments.

The Officer, in response to Members questions, concurred that visibility displays for the Road would satisfy the terms of TOR1 and 2.

Both the Acting Head of Planning and Senior Planning Officer agreed that a proposal creating 300 jobs like this one was a rare occurrence.

The Senior Planning Officer added Policy ECD4 was a guideline and that Planners looked at figures from a statistical point of view but stressed that these figures could be analysed in a more subjective manor.

Members commended the Planning department for their work and emphasised that any recommendation that the Committee decided, was not a reflection of the Officers work. In addition, he added that the industrial sites were near capacity and that viable options had been provided but it was the prerogative of the Committee to agree or disagree.

Mr Patterson referencing the Protocol for the Planning Committee said that the Planning Committee was not necessarily bound to agree with the Planning Officers recommendations but must reach its own decision. Officers' views may be contrary to these views which is acceptable when based on sound Planning considerations in relation to the application concerned. Committee can accept or place different interpretation on various arguments and planning considerations.
In response to concerns about the safety of the Road, the Officer sympathised with these concerns and said that these would have to be dealt with to the satisfaction of the DfI Roads or the proposal would not go ahead.

The Chair asked for a proposer and seconder for the Officers' recommendation to reject the proposal.

The Chair declared the proposal lost.

It was proposed by Councillor Skinner that Members go against the Officers' recommendation to refuse the application, and instead to approve the application for outline planning permission. The reason given that the proposed development would make a significant contribution to the regional economy and therefore comply with Policy ECD4.

Alderman Gordon seconded the proposal.

The Acting Head of Planning stated that in the case where Council grants planning permission for a major development proposal that was contrary to and had the potential to prejudice the implementation of the local development plan objectives and policies, the Planning Department would be required by statute to notify the Department for Infrastructure and await further discretion prior to issuing any decision.

Alderman McDonald requested that a recorded vote be taken:

For (11)	Against (0)	Abstention (0)
Chair, Councillor A Rae Aldermen: R Glover, T Gordon, R Logan, S McDonald and P Reid Councillors: A Barr, T Hoey, J Minford, J McKeown and A Skinner		

Recommended: that Planning Application No. LA02/2025/0206/O - Land to the immediate north and north-west of No 29 Moorfields Road, and to the east of Nos 27 & 27A Moorfields Road, Ballymena for approval.

Proposed by Councillor Skinner and seconded by Councillor Hoey and

RESOLVED: that Planning Application No. LA02/2025/0206/O - Land to the immediate north and north-west of No 29 Moorfields Road, and to the east of Nos 27 & 27A Moorfields Road, Ballymena be agreed.

Recess at 11.55am

Meeting restart at 12.10pm

Councillor Mrs Smyth left at 12.11pm

The Acting Head of Planning informed the Committee that the Planning team had omitted to ask members to delegate authority to Officers to apply planning conditions to the approval and asked members to agree to this delegation. Members agreed.

Alderman Reid raised a Point of Order and asked on what grounds the proposal had to be sent to the Department for Infrastructure following the unanimous decision by the Committee that the proposal met Policy ECD4 and other Policies. He emphasised that this committee gave the direction.

The Acting Head of Planning replied by saying that the context was set by statute and that it would be remiss not to show due regard to the statute and not to advise Members of the potential implications of Councils decision.

He agreed to take the Point of Order into consideration and sought to take legal advice before advising Members of the Committee if there was a requirement to notify Department for Infrastructure. He assured Members that he would expedite this as quickly as possible.

Councillor Mrs Smyth returned at 12.20pm

4.3 Planning Application No. LA02/2024/0727/F - Bracknamuckley Forest, Gortgole Road, Portglenone

The Committee were informed that the applicant sought approval for the improvement of the existing access and the provision of 9 additional car parking space. It was presented to the Committee as the applicant was Mid and East Antrim Borough Council.

The Planning Officer gave background information, including the location, size and that no Tree Preservation Orders had been granted. He highlighted that nine trees would have to be removed to accommodate the spaces and that access had been modified with a lockable swing gate.

He advised that no objections had been received from consultees, but NIEA Natural Environment Division had requested further information regarding the current lighting levels on site and whether any additional lighting was proposed as part of the current application.

In summary, the Planning Officer advised that having had regard to the Policy Context and all other material consideration, including the existing use of the application site, the Planning Department recommended approval. He noted that the proposal accorded with the MEABC Local Development Plan, Plan Strategy.

In response to a query from a Member, the Planning Officer noted there had been no objections from consultees.

Following a query from another Member, the Planning Officer confirmed that the green cycle could be extended as there were no obstacles.

Recommended: that Planning Application No. LA02/2024/0727/F - Bracknamuckley Forest, Gortgole Road, Portglenone for approval.

Proposed by Alderman Gordon and seconded by Councillor Minford and

RESOLVED: that Planning Application No. LA02/2024/0727/F - Bracknamuckley Forest, Gortgole Road, Portglenone be agreed.

Voting on the proposal was as follows –

For	Against	Abstain
10	0	0

4.4 Planning Application No. LA02/2025/0516/F – 29 Brown's Bay Road, Islandmagee, Larne, BT40 3RX

The Planning Officer highlighted that the application was before the Committee, due to Council being the applicant.

He noted the proposal of a new toilet block to provide male and female toilets, an accessible toilet, Changing Places facility, baby changing area, sluice, plant room, cleaner's store and two external showers.

The Planning Officer referred to the site, which was based at an existing car park and consisted of a temporary container type structure, housing public toilets. This had been in place following a fire which destroyed a previous pitched roofed public toilet block on the site.

In summary, the Planning Officer recapped that the proposal was in broad conformity with the Council's Local Development Plan, Plan Strategy. He noted that significant weight had been attached to the established use of the site and the presence of a previous toilet block which had been removed following extensive fire damage and the temporary facility introduced on to the site as its replacement. Full permission was recommended.

In response to a query from a Member, the Planning Officer confirmed that the proposal was compliant with Section 75.

In response to a Members' query, the Planning Officer confirmed that a pedestrian route to the new block could be added to the conditions.

Recommended: that Planning Application No. LA02/2025/0516/F – 29 Brown's Bay Road, Islandmagee, Larne, BT40 3RX for approval.

DRAFT

Proposed by Alderman Reid and seconded by Councillor Minford and

RESOLVED: that Planning Application No. LA02/2025/0516/F – 29 Brown's Bay Road, Islandmagee, Larne, BT40 3RX be agreed.

Voting on the proposal was as follows –

For	Against	Abstain
10	0	0

4.5 Planning Application No. LA02/2025/0453/F The Gobbins, Islandmagee

The Planning Officer advised Members this was another Council application for the Installation of Cliff Face Stabilisation works, located on the cliff face above the Council operated Gobbins Coastal Path.

He referred to photos shown on the presentation of the proposal and detailed the extent of the work. He noted that the works were required for health and safety reasons to prevent rock falling from the cliff face on to the Gobbins Path. The main considerations related to potential impacts on breeding seabirds within the Gobbins Area of Special Scientific Interest. NIEA - Natural Environment Division had been consulted and were content that the proposed was outside of the breeding area.

The Planning Officer detailed the mesh to be installed, which would be the same as the previous Cliff Face Stabilisation works. He referred to a picture of bridge 1, which had been damaged by rock fall previously, and noted how the proposed system would allow repairs to be taken to the bridge, then opening the path to the public.

In summary, the Planning Officer recapped the details of the application and having had regard to the Policy Context and all other material consideration, including the existing use of the application site, the Planning Department recommended approval.

Recommended: that Planning Application No. LA02/2025/0453/F The Gobbins, Islandmagee for approval.

Proposed by Alderman Logan and seconded by Councillor Hoey and

RESOLVED: that Planning Application No. LA02/2025/0453/F The

Back to Agenda

Gobbins, Islandmagee be agreed.

Voting on the proposal was as follows –

For	Against	Abstain
9	0	0

5 **Local Development Plan**

5.1 **Housing Monitor Information**

The Chair advised that following a question from Councillor Skinner at the Planning Committee on 24 July 2025, the relevant Housing Land Availability Informed had been provided.

6 **Planning Appeals Update**

6.1 **New Appeals**

Two new planning appeals were noted:

- **LA02/2025/0406/O -** Approx. 75m East Northeast of No 54 Greenfield Road, Kells, BT42 2NG. Dwelling and Domestic Garage/Store (Dwelling on Farm).

- **LA02/2024/0922/O -** 40m approx. Northwest of 10A Burnside Road, Broughshane, Ballymena. Site of dwelling and garage (infill).

6.2 **Appeal Decisions**

Two appeal decisions were noted:

- **LA/2023/2092/F** - Lands 75m west of 75 Cairn Road, Carrickfergus, BT38 9AP. Proposed retention of agricultural shed, proposed landscaping and associated works **Appeal Dismissed**

- **LA02/2024/0684/F** - Land at 82 Paisley Road, Carrickfergus, BT38 9AH. Alleged unauthorised sub-division of dwelling and granny flat: Short-term holiday let (Grace's Place) **Enforcement notice quashed**

7 **CORRESPONDENCE**

7.1 **Response to DfI consultation on Draft Transport Strategy 2035**

The Chair drew Members attention to the correspondence from the Department for Infrastructure relating to a public consultation on DfI's Transport Strategy 2035.

He noted that a draft response had been prepared and sought approval.

Following an addition from a Member, it was agreed to included where possible, that bus and train services should complement each other.

Approved

The meeting ended at 12.35pm.

--	Chair
--	Interim Chief Executive
--	Date

DRAFT

MID AND EAST ANTRIM BOROUGH COUNCIL

CORPORATE RESOURCES, POLICY & GOVERNANCE COMMITTEE

Minutes of Meeting held on Monday 8 September 2025 at 6.30pm in the Council Chamber, The Braid, 1-29 Bridge Street, Ballymena and via remote access

Chair:	Alderman W McCaughey (Chair)
Present:	Alderman R Glover Councillor M Armstrong Councillor R Beggs Councillor L Gray Councillor C Harwood Councillor T Hoey Councillor C Jamieson Councillor B Thompson
Present remotely:	Councillor A Clarke Councillor M Collins Councillor M Donnelly Councillor B Ferris Councillor J Gibson Councillor A Henry Councillor G McKeen
Attendance:	Mrs L Donnan, Interim Director of Corporate Services Mr S Morley, Interim Director of Operations Mr J McVeigh, Interim Director of Community Mrs S Williams, Assistant Director - Business Support Ms M Hegarty, Assistant Director – Finance Mrs S Fisher, Assistant Director - Citizen Focus Miss P Blair, Committee Administrator
Press:	No members of the Press were in attendance.
Public:	No members of the public were in attendance.

The Chair reminded Members about the importance of attending the upcoming training session with Arlingclose on Monday 29 September at 6:30pm in the Chamber. This was an opportunity to refresh their understanding of how the capital plan impacts the Council's financial position and the rate set. Members were asked to attend in person where possible, as Arlingclose would be present in the Chamber.

ITEM	MINUTE
1	**Notice of Meeting**
	The Interim Director of Corporate Services read the Notice of Meeting.

2 Apologies

Apologies were received from the Vice Chair, Councillor J McKeown.

3 Declarations of Interest

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

No declarations were received.

4 Items for Consideration / Decision

4.1 Quarterly Communications Update

Members noted the circulated report providing a brief overview on Communication activities from 1 April 2025 to 1 September 2025.

As part of the restructuring of the Corporate and Support Services Directorate, the newly formed Communications and Marketing Team was now at full capacity and had a smaller cohort of multi-disciplinary staff made up of PR, communication, design, marketing and digital specialists.

4.2 Quarterly Complaints Update

Members noted the circulated report to provide an overview of the complaints processed by Council during Q1 of 2025/2026, i.e. between 1 April and 30 June 2025.

4.3 Performance Improvement Plan – Q1 Update

Update report circulated on the Performance Improvement Plan 2025/26 Q1 for scrutiny and seeking approval to publish the report on the Council's website.

The on-going work across Council on Objective 1 – Preventing Violence Against Women and Girls, was welcomed by Members and it was suggested that the report be shared with all Elected Members.

The recommendation to approve the Performance Improvement Plan Q1 Update Report for publication on the Council website

was proposed by Councillor Harwood and seconded by Councillor Gray and

Resolved: to approve the Performance Improvement Plan Q1 Update Report for publication on the Council website.

4.4 Update on New Reporting Arrangements

Members noted the circulated report to update on the new reporting arrangements moving forward as a result of the restructure of the Corporate & Support Services Directorate and the consultation summary report for this month.

4.5 Update on National Pay Awards

Members noted the circulated report to update on the 2025-26 Pay Award which has now been agreed in respect of staff covered under the National Joint Council (NJC) remit, Chief Officers and Chief Executives.

4.6 HR & OD: Organisational Development Update

Members noted the circulated report providing an update on strategic work being taken forward as part of the Organisational Development work plan.

Further to the transformation programme and restructuring of the Corporate Support Services directorate, work had begun on developing a new Learning and Development Strategy.

Members welcomed the work by Officers on induction guides and future development of staff in the organisation.

4.7 Updated Council Constitution 2025

Report circulated seeking approval for recommended amendments to the Council Constitution.

The recommendation to approve the amendments to the Council Constitution

was proposed by Councillor Hoey and seconded by Councillor Beggs and

Resolved: to approve the amendments to the Council Constitution.

4.8 Work Experience and Placement Procedure

Report circulated to present a new corporate Work Experience and Placement Procedure for approval.

Councillor Collins proposed acceptance of the Officers' recommendation and thanked them for the work on the procedure.

In response to queries reference possible gainful employment opportunities for those students who had completed work experience/placements and had attained qualifications, the Assistant Director – Business Support undertook to check and report back.

Officers were commended on the work undertaken.

In relation to a further query on when outreach opportunities would be advertised via Schools Liaison Team, FE colleges, local universities and MEA website each year, the Assistant Director – Business Support advised that this was likely to be in the autumn and she would confirm the date. She also undertook to insert the date omitted from the document, in Appendix 1.

The recommendation to approve the new corporate Work Experience and Placement Procedure

was proposed by Councillor Collins and seconded by Councillor Armstrong and

Resolved: to approve the new corporate Work Experience and Placement Procedure.

4.9 Procurement Pipelines

Members noted the circulated report to update Members on the introduction of a structured process to develop and maintain procurement pipelines for each directorate.

5 Items for Recommendation to Council

No items to consider.

6 Tabled Questions

No questions had been submitted.

The information contained in the reports associated with the following items is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

On the proposal of Councillor Jamieson, seconded by Alderman Glover, it was:

Resolved: That the Meeting goes into Closed Committee.

In accordance with Council policy, members of the press and the public were not in attendance for this section of the Meeting.

7 Items for Consideration / Decision – Closed Committee

7.1 Tullygarley Playing Fields, Ballymena

Report circulated seeking approval for options for land at Tullygarley Playing Fields, Ballymena.

The item was determined to fall within Closed Committee as information falls under the prescribed exemptions: Part 1, Schedule 6 Paragraph 3 Local Government Act (NI) 2014 – Information relating to the financial or business affairs of any particular person including Council. Publication of the report will become unrestricted: never.

The Interim Director of Operations informed Members that information had just been received on a possible further option and he sought agreement to defer the item to the next Committee meeting when an updated report could be presented for consideration.

Alderman Glover proposed to defer consideration of this item to the next Committee meeting to allow additional information to be included.

This was seconded by Councillor Harwood.

In response to a query on previous options presented to Committee, the Interim Director of Operations advised that this was before he was in post, however he undertook to check.

The recommendation to defer consideration of this item to the next Committee meeting to allow additional information to be included

was proposed by Alderman Glover and seconded by Councillor Harwood and

Resolved: to defer consideration of this item to the next Committee meeting to allow additional information to be included

7.2 Procurement Update

Report circulated to inform Elected Members about the outcomes of Tenders and Direct Award Contracts (DACs) for the period from 12 July 2025 to 21 August 2025. The report also contains information regarding contracts procured and awarded through framework agreements between 12 July 2025 and 21 August 2025.

The item was determined to fall within Closed Committee as information falls under the prescribed exemptions: Part 1, Schedule 6 Paragraph 3 Local Government Act (NI) 2014 – Information relating to the financial or business affairs of any particular person including Council. Publication was restricted until sometime in the future.

A Member welcomed the approach to include maintenance during the warranty period for tenders involving sole traders and suggested this could be extended beyond the warranty period, to the expected life of, for example, large machinery/vehicles.

The Assistant Director – Finance undertook to pass comments to the relevant Officer.

Members noted the appointments made within the report.

7.3 Quarter 1 (April - June 25) Management Accounts

Members noted the circulated report to present the management accounts for Quarter 1 (April - June 25) and to provide an overview of the Council's current financial position.

The item was determined to fall within Closed Committee as information falls under the prescribed exemptions: Part 1, Schedule 6 Paragraph 3 Local Government Act (NI) 2014 – Information relating to the financial or business affairs of any particular person including Council. Publication of the report will become unrestricted: never.

The Assistant Director – Finance responded to queries relating to an underspend on payroll and the possible impact on frontline services.

7.4 FY2025/26 – Capital Plan Budget Reallocation

Report circulated seeking approval for the reallocation of £220,000 in approved capital funding over FY2025/26, to address emerging project issues for the Cranny Falls Health and Safety Stabilisation project and the new visitor Interpretation at The Gobbins.

The item was determined to fall within Closed Committee as information falls under the prescribed exemptions: Part 1, Schedule 6 Paragraph 3 Local Government Act (NI) 2014 – Information relating to the financial or business affairs of any particular person including Council. Publication was restricted until sometime in the future.

Councillor A Clarke proposed acceptance of the Officer's recommendations as Cranny Falls in particular was time sensitive.

The Acting Director of Community then responded to a concern raised in relation to a priority MUGA pitch for the Borough, in the event that expected external funding was not attained.

He further responded to a query in relation to procurement, acknowledging the difference in private sector procurement and advising Members that Council had to follow Local Government public procurement processes, which were competitive and robust.

Councillor Collins seconded the proposal.

The recommendation to approve the re-profiling of £220,000 in approved FY2025/26 Capital Funds, as set out in Table 3 of the report, to address emerging project issues for the Cranny Falls Health and Safety Stabilisation project and the new visitor Interpretation at The Gobbins

was proposed by Councillor A Clarke and seconded by Councillor Collins and

Back to Agenda

Resolved: the recommendation to approve the re-profiling of £220,000 in approved FY2025/26 Capital Funds, as set out in Table 3 of the report, to address emerging project issues for the Cranny Falls Health and Safety Stabilisation project and the new visitor Interpretation at The Gobbins.

8 Items for Recommendation to Council – Closed Committee

No items to consider.

OPEN COMMITTEE

On the proposal of Alderman Glover, seconded by Councillor Hoey, it was

Resolved: That the Meeting returns to Open Committee.

9 Forward Plan for Corporate Resources, Policy & Governance Committee

Members noted the Agenda for the next Committee Meeting to be held on 20 October 2025 and the Forward Plan for the Committee

The Meeting ended at 7.12pm.

-- Mayor

-- Interim Chief Executive

-- Date

MID AND EAST ANTRIM BOROUGH COUNCIL

NEIGHBOURHOODS AND COMMUNITIES COMMITTEE

Minutes of Meeting held on Tuesday 9 September 2025 at 6.30pm in the Council Chamber, The Braid, 1-29 Bridge Street, Ballymena and via remote access

In the Chair:	Councillor M Warwick (Chair)
Present:	Alderman R Glover Councillor M Armstrong (to 7.30pm) Councillor M Donnelly (from 6.32pm) Councillor B Ferris Councillor I Friary (Vice-Chair) Councillor J Gibson Councillor T Hoey Councillor R Lawrence Councillor J Minford Councillor L Philpott Councillor B Thompson
Present remotely:	Alderman B Ashe, MBE Alderman Mrs M Morrow Councillor M Collins Councillor L Gray (to 7.29pm)
Also present remotely:	Councillor A Skinner (from 6.46pm to 7.29pm)
Attendance:	Mr J McGrandle, Acting Director of Development Mr J McVeigh, Acting Director of Community Mrs P Allen, Head of Public Protection, Health and Wellbeing (to 7.32pm) Ms C Black, Acting Head of Community Planning and Development (to 7.32pm) Ms L Cowan, Strategic Tourism & Regeneration Manager Ms L Kirkwood, Outdoor Recreation Officer (to 7.32pm) Mrs L Graham-Metz, Committee Administrator
Press:	There were no members of the press present.
Public:	No members of the public were in attendance.

ITEM MINUTE

1 Notice of Meeting

The Acting Director of Development read the Notice of Meeting.

DRAFT

2 **Apologies**

Apologies were received from:

Alderman S McDonald
Councillor B Lyness
Councillor A Rae
Councillor Mrs A Smyth.

3 **Declarations of Interest**

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

The following declarations were received:

Councillor Ferris, item 4.8 - Jointure Bay Consultation – private non-pecuniary interest. Councillor Ferris did not withdraw from the Chamber during discussion of the item and abstained from voting.

4 **Items for Consideration/Decision**

4.1 **Terms of Reference**

Report circulated outlining the areas of business that fell within the remit of the Committee.

The recommendation to approve the key functions and service areas the Committee will consider, and this will operate as the Terms of Reference for the Committee

was proposed by Councillor Minford, seconded by Councillor Ferris and

RESOLVED: the recommendation to approve the key functions and service areas the Committee will consider, and this will operate as the Terms of Reference for the Committee.

4.2 **Collections Management Policy Renewal**

Report circulated seeking approval for the renewal of Council's Collections Management Policy.

Further to a Member's comment, the Strategic Tourism & Regeneration Manager undertook to update the comment on page 9 in relation to Dementia Friendly work in line with current activity.

The recommendation to approve the renewal of the Council's Collections Management Policy
was proposed by Councillor Gibson, seconded by Councillor Donnelly and

RESOLVED: the recommendation to approve the renewal of the Council's Collections Management Policy

4.3 Registration of Skin Piercing Business

Report circulated seeking approval for the registration of two businesses under the Council's Skin Piercing Bye Laws.

Officers were satisfied that registration could proceed on the basis that all requirements under the appropriate byelaws in relation to the application had been met.

The recommendation to grant approval to register the following business under the Council's Skin Piercing Byelaws:

(i) Thomas Craig, Studio X, Unit 5a, 38 Scotch Quarter, Carrickfergus - for the business of tattooing

(ii) Sarah Law, The Pamper Parlour, Unit 22a Ardilaun House, Pennybridge Industrial Estate, Ballymena - for the business of cosmetic piercing

was proposed by Councillor Hoey and seconded by Councillor Thompson and

RESOLVED: the recommendation to grant approval to register the following business under the Council's Skin Piercing Byelaws:

(iii) Thomas Craig, Studio X, Unit 5a, 38 Scotch Quarter, Carrickfergus - for the business of tattooing

(iv) Sarah Law, The Pamper Parlour, Unit 22a Ardilaun House, Pennybridge Industrial Estate, Ballymena - for the business of cosmetic piercing.

4.4 DAERA Consultation Response (New rules for selling and supplying puppies and kittens)

Report circulated seeking approval for submission of a consultation response (Appendix 1 as circulated) on the Department for Agriculture, Environment and Rural Affairs' (DAERA) proposed new rules for the sale and supply of puppies and kittens in Northern Ireland.

A Member sought clarification in relation whether a change in ownership arose when a parent gave a puppy or kitten to a child. The Head of Public Protection, Health and Wellbeing undertook to come back to the Member with clarification. In response to a further query, she clarified that "puppies or kittens" applied in all cases, even when singular.

Back to Agenda

A Member expressed concerns in relation to some of the language used in the response, noting that the proposed rules would implement policy already enacted in the rest of the UK and that animal welfare issues had public support.

In response, the Head of Public Protection, Health and Wellbeing explained that the response produced was supportive of these aims, however Officers would be responsible for enforcing the new rules and existing animal welfare provisions and it was right to highlight previously raised but not yet resolved enforcement issues. She suggested that she could speak to the Member about the particular text that he had identified after the meeting.

In further discussions a Member raised the implications for Officers, referring to difficulties in having sufficient resource around enforcing legislation that was already in place. In response, the Head of Public Protection, Health and Wellbeing advised that dog control and animal welfare took up considerable resources, with Officers wanting to focus and achieve the best outcomes. The draft response pushed back on Council being given further responsibilities without additional resources.

The recommendation to approve the submission of the consultation response prepared on the new rules for the sale and supply of puppies and kittens in NI (Appendix 1 as circulated) to DAERA

was proposed by Councillor Minford and seconded by Councillor Friary and

RESOLVED: the recommendation to approve the submission of the consultation response prepared on the new rules for the sale and supply of puppies and kittens in NI (Appendix 1 as circulated) to DAERA.

Councillors Donnelly, Gibson and Gray requested that their opposition to the decision be recorded.

4.5 MEA Response to DfC Drinking in Public Bye-Laws and Powers

Members noted the response sent to Department for Communities in August 2025 in relation to legislative reform proposals for Drinking in Public Places Bye Laws and Powers.

4.6 Revision of MEA Street Trading Policy

Report circulated seeking approval of a number of revisions to Council's Street Trading Policy and the adoption of the new policy dated August 2025.

Further to a Member's question, the Head of Public Protection, Health and Wellbeing advised of the rationale for the change from an annual fee to a charge per use in 3.14 and that colleagues involved with the relevant events collected the payments on behalf of Council.

Members sought clarification in relation to 3.17 (Employment of assistants) as to whether it was an offence for a child under legal school age to be so engaged. The Head of Public Protection, Health and Wellbeing explained that she understood it to be a safeguarding issue and not strictly an offense to be enforced under street trading legislation.

Members raised a number of points including: the need for young people to gain work experience; the family nature of some market stalls and the need for the next generation to learn the trade; children having stalls at markets in order to fundraise; and the need to encourage entrepreneurial young people.

The Head of Public Protection, Health and Wellbeing informed that she would be content to bring the report back with additional information to address all Elected Member queries.

Councillor Philpott proposed that the report be deferred to a future meeting and Officers reconsider the wording in section 3.17 in light of Members' comments. Alderman Mrs Morrow seconded his proposal.

The recommendation for the report be deferred to a future meeting and Officers to reconsider the wording in section 3.17 in light of Members' comments

was proposed by Councillor Philpott and seconded by Alderman Mrs Morrow and

RESOLVED: the recommendation for the report be deferred to a future meeting and Officers to reconsider the wording in section 3.17 in light of Members' comments.

4.7 Ending Violence Against Women and Girls Grant Applications

Members noted the report updating on the grant funding awards made through the Ending Violence Against Women and Girls Local Change Fund 2025/26.

Further to comments raised regarding delays in the money being distributed and the deadline for spending, the Acting Head of Community Planning and Development confirmed that the deadline was 31 March 2026 and advised that the process took longer than normal as it was the first time the scheme had been run. Additional clarification was requested from the Department to ensure the rules were interpreted correctly. She assured that delays would not be repeated in future years and advised that the scheme would be promoted in advance next year.

The Acting Director of Community commented that he was aware of capacity issues in the Community Planning and Development team and undertook to see if anything could be done in the current financial year.

A query was raised asking if the Scheme could be re-opened to help groups working on issues arising from the events in Ballymena in June.

In response, the Acting Head of Community Planning and Development advised that the Scheme had closed, however capacity was available in current programmes for post disorder work and would be done in the framework of wider recovery work. She advised that, should further money come from The Executive Office, this would be reported to the Committee.

Congratulations were extended to the six groups awarded funding via this scheme.

4.8 Jointure Bay Consultation

Report circulated updating on the information gathered during the public consultation into the opening of pedestrian only access to Jointure Bay, Greenisland and seeking direction on the way forward for Officers.

With the permission of the Chair to speak, Councillor Skinner outlined that it was an important issue and with 400 residents responding and 90% in favour of the opening of access. He stated that Members should be looking at how Council could make this happen. He referred Members to the letter appended and circulated earlier that day, stating that the information was important for them to see. He made reference to the three previous access points which had been previously lost to residents.

In closing, he asked if there were other ways to mitigate the risks and suggested that the Committee visit the location to gain a better understanding of the issue.

In response, the Outdoor Recreation Officer outlined the history of the previous access points and the reasons why they were not asserted as Public Rights of Way (PRoW) and advised that, should Members decide to open this access, a number of mitigations would have to be put in place to address the Health and Safety issues.

Councillor Donnelly proposed the following:

"that the Committee visit the site and meet with the author of the Health and Safety report to gain a better understanding of the location."

A Member referred to the consultation figures and stated his opinion that the figures did not indicate that local residents were widely in favour of the access being opened.

Following a point of procedure being raised by a Member, the Acting Director of Community outlined his reasons for allowing the addendum to be circulated and that he felt, on balance, that the contents were material to the discussion. He stated that the Health and Safety report had been done by an independent expert and remained unchanged.

A Member noted that, of the 40 people in opposition to the access being opened, 31 were in the direct vicinity, and therefore that meant there was a clear majority in opposition to the access being opened. Issues were also raised in relation to the lack of parking in the area and accessibility issues with the proposed steps. As the report stated that the opinion of the independent Health and Safety report was not to proceed, he asked whether Members would be personally liable if they voted to open the access.

The Chair advised Members that a proposal was on the floor and sought a seconder.

Councillor Gibson seconded Councillor Donnelly's proposal, noting that this would provide an opportunity for Members to gain a greater understanding of the complex issue.

A Recorded Vote was requested on the proposal of Councillor Donnelly, seconded by Councillor Gibson: that the Committee visit the site and meet with the author of the Health and Safety report to gain a better understanding of the location.

Having previously declared a non-pecuniary interest, Councillor Ferris abstained from voting.

For (4)	Against (11)	Abstention (1)
Vice Chair, Councillor I Friary Councillor: M Donnelly, J Gibson, L Gray	Chair, Councillor M Warwick Alderman: B Ashe, MBE, R Glover, Mrs M Morrow Councillor: M Armstrong, M Collins, T Hoey, R Lawrence, J Minford L Philpott, B Thompson	Councillor Ferris

On a recorded vote, 4 Members voted For; 11 Members voted Against; 1 Member Abstained.

The Chair declared the proposal fallen.

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The Chair sought direction from the floor.

Alderman Glover proposed "to accept the Preferred Option - Do not proceed:

- From a strictly Health and Safety perspective, the preferred recommendation is not to proceed with developing this additional access point.
- The Tidal hazard alone represents a very high risk in the risk assessment, with a credible risk of drowning, that cannot be reduced below high, even with significant interventions.
- This leaves the Council with an unavoidable residual risk that could expose both the public and the Council to serious consequences."

Councillor Philpott, in seconding the proposal, asked that an addition be made that "the issue not come back to the Committee until Health and Safety have a positive change of opinion". Alderman Glover was content with this addition.

Further discussion ensued during which the following issues were raised:

- the importance of following Health and Safety advice
- whether opening the access could reduce the Health and Safety risks as there would be an additional access/egress point
- the need for improved signage in the area regardless of the outcome
- issues with people previously being trapped by the tide in this area, who had to climb the fence to escape.

The Outdoor Recreation Officer clarified that there were 2 access points which were, as the crow flies, 2.65km apart which meant that the public could walk along the beach.

A Recorded Vote was requested on the proposal of Alderman Glover, seconded by Councillor Philpott:

(i) to accept the **Preferred Option - Do not proceed**:
- From a strictly Health and Safety perspective, the preferred recommendation **is not to proceed** with developing this additional access point.
- The Tidal hazard alone represents a very high risk in the risk assessment, with a credible risk of drowning, that cannot be reduced below high, even with significant interventions.
- This leaves the Council with an unavoidable residual risk that could expose both the public and the Council to serious consequences.

(ii) that the issue not come back to the Committee until Health and Safety have a positive change of opinion.

DRAFT

For (11)	Against (4)	Abstention (1)
Chair, Councillor M Warwick Alderman: B Ashe, MBE, R Glover, Mrs M Morrow Councillor: M Armstrong, M Collins, T Hoey, R Lawrence, J Minford L Philpott, B Thompson	Vice Chair, Councillor I Friary Councillor: M Donnelly, J Gibson, L Gray	Councillor Ferris

On a recorded vote, 11 Members voted For; 4 Members voted Against; 1 Member Abstained.

RESOLVED: the recommendation

(i) to accept the **Preferred Option - Do not proceed**:
- From a strictly Health and Safety perspective, the preferred recommendation **is not to proceed** with developing this additional access point.
- The Tidal hazard alone represents a very high risk in the risk assessment, with a credible risk of drowning, that cannot be reduced below high, even with significant interventions.
- This leaves the Council with an unavoidable residual risk that could expose both the public and the Council to serious consequences.

(ii) that the issue not come back to the Committee until Health and Safety have a positive change of opinion

A request was made for Officers to check Council's liability as a safe exit path was not being opened.

4.9 **DAERA Consultation Response (Fisheries and Water Environment Bill)**

Report circulated updating on the DAERA Public Consultation on the draft Fisheries and Water Environment Bill and seeking approval of the draft response circulated at Appendix 2.

The recommendation to approve the draft response (Appendix 2 as circulated) to this consultation

was proposed by Councillor Ferris and seconded by Councillor Minford and

RESOLVED: the recommendation to approve the draft response (Appendix 2 as circulated) to this consultation.

Councillors Gray and Skinner left the meeting and Councillor Armstrong left the Chamber at this point.

5 Items for Recommendation to Council

There were no items to consider.

6 Tabled Questions

There were no tabled questions.

The information contained in the reports associated with the following items is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

On the proposal of Alderman Glover, seconded by Councillor Hoey, it was:

RESOLVED: That the Meeting goes into Closed Committee.

In accordance with Council policy, members of the press and the public were not in attendance for this section of the Meeting.

The Head of Public Protection, Health and Wellbeing, Acting Head of Community Planning and Development and Outdoor Recreation Officer left the Chamber at this point.

7 Items for Consideration/Decision – Closed Committee

THE COMMITTEE DEALT WITH THE FOLLOWING ITEMS IN ACCORDANCE OF THE POWERS DELEGATED TO IT UNDER THE COUNCIL'S SCHEME OF DELEGATION SECTION B 4.1.

7.1 Tourism Marketing Strategic Update

Members noted the circulated report providing an overview of Tourism Marketing and Business Support activity from April 2025 to August 2025.

The item was determined to fall within Closed business as information fell under the prescribed exemptions: Local Government Act (NI) 2014, Schedule 6, Part 1, Paragraph 3, Information relating to the financial or business affairs of any particular person (including the council holding that information). Publication of the report will become unrestricted: never.

Further to Members' comments, the Strategic Tourism & Regeneration Manager:

- undertook to look into a text-based service for people to receive updates, taking into account GDPR considerations.
- advised on the Autumn campaign and detailed that she would update the Committee as work progressed.
- undertook to come back to a Member with further details in relation to Carrickfergus Castle figures.

The Acting Director of Development outlined the reasons why the figures for Carrickfergus Castle and the Town Centre differed, highlighting that this was one of the issues that Officers were working on via City Deal.

Comments were received on the success of the All-Ireland Rowing Championships that were held in Glenarm with Members suggesting that Officers follow up with the organising committee to urge them to return to Glenarm for future events. The need to market the local area for attendees of any future event was highlighted.

Congratulations were extended to the team on the successful Irish Guards event.

7.2 Shared Island Investment Scheme Gobbins Exhibition Project Update

Members noted the circulated report updating on the Shared Island Coast-to-Coast Capital Investment Scheme funding application for new and enhanced exhibition interpretation at The Gobbins Visitor centre.

The item was determined to fall within Closed business as information fell under the prescribed exemptions: Local Government Act (NI) 2014, Schedule 6, Part 1, Paragraph 3, Information relating to the financial or business affairs of any particular person (including the council holding that information). Publication of the report will become unrestricted: never.

8 Items for Recommendation to Council – Closed Committee

No items to consider.

On the proposal of Alderman Glover, seconded by Councillor Hoey, it was

RESOLVED: That the Meeting returns to Open Committee.

9 Forward Plan for Neighbourhoods and Communities Committee

Members noted the circulated forward plan for the Committee and Agenda for the next meeting on 21 October 2025.

The Acting Director of Development, in response to a Member's query in relation to a decision made on sponsorship of an event at the previous meeting (item 7.3 Galgorm Collection - NI Legends Open Showcase, July 2025), undertook to come back to the Member directly with a response.

Following a Member's comment, the Acting Director of Development undertook to remove Jointure Bay from the plan for the December meeting.

The meeting ended at 7.47pm.

-- Chair

-- Interim Chief Executive

-- Date

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MID AND EAST ANTRIM BOROUGH COUNCIL

ENVIRONMENT & ECONOMY COMMITTEE

Minutes of Meeting held on Monday 15 September 2025 at 6.30pm in the Council Chamber, The Braid, 1-29 Bridge Street, Ballymena and via remote access

In the Chair:	Councillor J Gibson (Chair)
Present:	Alderman B Ashe, MBE (from 6.32pm) Alderman R Logan Alderman W McCaughey Alderman A Wilson Councillor R Beggs (to 9.08pm) Councillor B Hadden Councillor C Harwood (to 8.55pm) Councillor P Johnston Councillor L Philpott Councillor A Skinner Councillor M Warwick
Present remotely:	Alderman Mrs M Morrow Councillor A Clarke (Vice-Chair) Councillor A Henry (to 8.24pm and from 8.26pm) Councillor G McKeen Councillor J McKeown (to 7.42pm) Councillor R Stewart
Attendance:	Mr S Morley, Interim Director of Operations Mr J McGrandle, Acting Director of Development Mr J McVeigh, Acting Director of Community Mrs U O'Loughlin, Head of Economic Development Mrs C Hunter, Acting Climate Change & Sustainability Manager Mr A Carmichael, Parks & Open Spaces Manager (Mid Antrim) Ms C Connor, Governance & Democratic Services Officer Miss P Blair, Committee Administrator
Press:	There were no members of the press in attendance.
Public:	There were no members of the public in attendance

The Chair reminded Members about the upcoming training session with Arlingclose on Monday 29 September 2025. Members were encouraged to attend in person.

ITEM	MINUTE
1	**Notice of Meeting**

The Interim Director of Operations read the Notice of Meeting.

2 Apologies

No apologies had been received.

3 Declaration of Interest

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

The following declarations were received:

- Alderman A Wilson – non-pecuniary interest in Item 4.2, DAERA Draft NI Climate Action Plan 2023-27 Consultation.
- Councillor R Beggs – pecuniary interest as a part-time farmer in Item 4.2, DAERA Draft NI Climate Action Plan 2023-27 Consultation.
- Councillor P Johnston
  Item 4.1 - DfC, DfI and DAERA Public Consultation on Shaping Sustainable Places (due to primary employment).
  Item 4.7 – Greenisland Recreational Track (due to primary employment).
  Item 4.13 – Retail Small Grants Programme (due to primary employment).

Later in the meeting, the following declaration was received:

- Councillor P Johnston – Item 7.1 – Ballymena Showgrounds Main Arena – New 3G Provision (due to primary employment).

4 Items for Consideration/Decision

4.1 DfC, DfI and DAERA Public Consultation on Shaping Sustainable Places

Report circulated to provide an update on the DfC, DfI and DAERA Public Consultation on the new Shaping Sustainable Places Fund and to seek approval for the draft response to the Consultation.

The Acting Director of Community welcomed this funding from DfC, DAERA and DfI. However, he highlighted the draft response to Q2 & Q3 – that whilst the proposed vision was welcomed and long-term strategic interventions were essential, the framework should also incorporate opportunities for short-term, visible "quick wins" which could help secure early community buy-in and maintain momentum; that local authorities should be recognised as key partners in shaping this vision, given their statutory role in regeneration and community planning, and that the Department should consider complementary non-monetary support measures to ensure that communities are fully equipped to effectively engage to deliver sustainable change.

Councillor Skinner proposed acceptance of the draft response with the removal of the paragraph under Q3 in relation to "quick wins" as he believed these did not tackle the root of the problem; and to include local community groups and partners under Q13 and Q29.

Councillor Beggs concurred in relation to short-term, quick wins and he believed they would not provide value for money. He seconded Councillor Skinner's proposal before adding that he did not believe the proposals to build a park in the gap site in Larne and then remove it after two years, would be effective long-term use of public money.

Members expressed further concerns about delays in getting projects delivered and suggested clarity was required on the definition of long and short-term projects.

The Acting Director of Community agreed to amend the response and advised that a further report would be forthcoming. Officers would provide further information around vacancy and dereliction and explore vesting powers with DfC.

Further comments from Members included the need to consider how to develop communities and, in relation to Q27; the need to engage with Councils as strategic partners from the outset; the need to involve DfE; if current town centre projects could be brought forward; that Councils worked best with communities and knew what was required in their area; and that changes to Ministers and staff over the ten year period would lead to delays in project delivery.

The Acting Director of Community advised that this funding was a successor to the Covid Small Settlement funding. DfE supported Council in other ways, through for example, the Local Economic Partnership. It was hoped that a project to tackle vacancy and dereliction would be brought forward in 2026/27.

The recommendation to approve the draft response to the consultation with Members' amendments.

was proposed by Councillor Skinner and seconded by Councillor Beggs and

Resolved: to approve the draft response to the consultation with Members' amendments.

4.2 DAERA Draft NI Climate Action Plan 2023-27 Consultation

Report circulated to update Members on the DAERA-led draft NI Climate Action Plan consultation and to seek approval of the draft response at

Appendix 3 which stated that Council was generally content with the draft NI Climate Action Plan 2023-27, notwithstanding the further clarity and information sought on the points raised.
Having previously declared an interest in this item, Councillor Beggs left the Chamber.

The Acting Climate and Sustainability Manager advised that the focus of this draft Plan was on meeting the first carbon budget 2023-27. The consultation review was very extensive and had continued throughout the summer, engaging Officers from all service areas in Council.

Whilst content with the majority of the draft Plan, the draft response raised concerns in some areas, specifically biodiversity and NI achieving 'favourable conservation status' in protected areas by 2027, financing sustainable green energy solutions (NI Councils are excluded from the DfE Invest to Save budget), and the overall delivery of public sector-led actions due to budgetary and resourcing constraints. Whilst supportive of the development of the draft Plan, there appeared to be a lack of road mapping provided with clear budgets assigned to deliver it.

Members made several comments in relation to the draft response, including:

- (Q15) - limitations in livestock to help reduce emissions for the agriculture sector - NI had a population of 2m compared to 8b in the world and proposals would do little to reach Net Zero; proposals would stifle successful agricultural businesses. Q16 – would disseminate local agriculture as well as all the related processing organisations.
- The implications for the farming community were massive – businesses had to grow to survive. If livestock numbers were limited or the use of phosphorous banned, farmers would be unable to feed their livestock.
- The Council district was mainly rural and should support farming communities.

It was proposed by Alderman McCaughey to accept the draft consultation response with an amendment to the responses for Q15 and Q16 to 'strongly disagree'.

In seconding the proposal, Alderman Mrs Morrow remarked that farmers wished to pass land down through the generations and that agriculture was the backbone of the Borough. She asked if there had been consultation with young farmers or the Farmers' Union.

The Acting Climate and Sustainability Manager responded that Minister Poots when in office, had recognised the value of agriculture cut the methane reduction target to 46% of the 1990 baseline emissions, instead of 100%. She confirmed that she was happy to make the amendments proposed and further advised that individual political parties could submit a separate response if they wished.

In relation to consultation with young farmers/Farmers' Union, this had not taken place as agriculture was not within Council's remit.

A recorded vote was requested by Alderman McCaughey.

The Chair put the Motion to the vote.

For (11)	Against (4)	Abstention (0)
Vice Chair, Councillor A Clarke Aldermen: B Ashe MBE, W McCaughey, Mrs M Morrow Councillor: B Hadden, P Johnston, G McKeen, J McKeown, L Philpott, R Stewart, M Warwick	Chair, Councillor Jack Gibson Councillor: C Harwood, R Logan, A Skinner	

Having previously declared in interest in this item, Alderman Wilson remained in the Chamber but did not vote.

There were 11 votes for, 4 against and no abstentions, therefore the motion was declared carried.

The recommendation to approve the draft response to the consultation with Members' amendments

was proposed by Alderman McCaughey and seconded by Alderman Mrs Morrow

Resolved: to approve the draft response to the consultation with Members' amendments.

4.3 DAERA NI Plastic Pollution Plan Consultation

Report circulated to update on the DAERA draft Plastic Pollution Plan (PPP) information-gathering consultation for Northern Ireland and to seek approval of the draft response.

The Acting Climate and Sustainability Manager advised that to achieve the aims of the PPP NI, three outcome objectives had been identified to complement the UN Strategic Development Goals. Whilst generally supportive of the three objectives and supporting actions set out under each, the draft response highlighted that:

Objective 2 should be split into two separate objectives. The first part focuses on ensuring responsible consumption, production and disposal of plastic. The second part focuses on contributing to Net Zero through a reduction in plastic carbon emissions; this was a separate matter entirely.

Both parts should have specific actions to address the objective focus. Better enforcement – although fixed penalty fines had increased to £200 in December 2022, even higher fines for those who decide to litter would be welcomed.

Councillor McKeen in proposing acceptance of Officer's recommendation, suggested the supply base should be made more accountable before moving forward.

The Acting Climate and Sustainability Manager advised that this was noted within the draft response but that she would further emphasise that point.

Councillor Harwood commended the Officers work on this and seconded the proposal, adding that she was supportive of splitting objective 2 into separate objectives, believing that everyone had a role to play.

The recommendation to approve the draft response to the consultation

was proposed by Councillor McKeen and seconded by Councillor Harwood and
Resolved: to approve the draft response to the consultation.

4.4 Climate Mitigation and Adaptation Update Report

Report circulated updating on the Council's climate mitigation and adaptation actions, progressed through the Climate & Sustainability Action Plan and the MEA Adaptation Plan over 2024/25.

Members were asked to note Council's role within the climate change legislation and to support on-going work to provide a solid evidence and data base for climate reporting under the Climate Change (Reporting Bodies) Regulations (Northern Ireland) 2024.

The Acting Climate and Sustainability Manager advised that Council had progressed well with the Climate & Sustainability Action Plan in 2024/25 which focused on reducing carbon emissions, with 95 indicators green, 32 amber and 9 red. Equally, the MEA Adaptation Plan which focused on building resilience in our buildings, assets and service delivery had 26 green, 4 amber and 6 red indicators. The report highlighted actions which were working well and some that still need addressed.

Members shared their frustration that there had not yet been a decision by the Planning Appeals Commission for development of a wind farm on the outskirts of Carnalbanagh, four years after Council's decision to approve it. This source of renewable energy could have saved circa 160k tonnes of carbon during that period.

The Acting Climate and Sustainability Manager undertook to follow up on this with Planning.

4.5 Northern Ireland Local Authority Municipal Waste Management Statistics

Members noted the circulated report providing an update on the quarterly NI Local Authority Municipal Waste Management Statistics issued on 31 July 2025, relating to waste collected during January to March 2025.

Following a query on statistics within the graphic in the appendix, the Interim Director of Operations undertook to check the information and report back.

4.6 Reservoirs Act Consultation Response on Proposals for a Grant Scheme

Report circulated seeking approval for the draft MEA response to the "Reservoirs Act (Northern Ireland) 2015, Consultation on a Grant Scheme" to support reservoir managers with the initial supervision and inspection requirements of the Reservoirs Act (Northern Ireland) 2015.

In response to a Member's queries on the draft response and belief that the risk lay with private reservoirs, the Interim Director of Operations advised that Council was only responsible for Carrickfergus Reservoir and already carried out the work proposed, which had been reflected in the response. The financial assistance available was welcomed.

Councillor A Clarke proposed acceptance of the Officer's recommended response, especially if the bureaucracy around this was to increase.

Councillor Skinner seconded the proposal.

The recommendation to approve the draft response to the consultation

was proposed by Councillor A Clarke and seconded by Councillor Skinner and

Resolved: to approve the draft response to the consultation.

Councillor Beggs asked that his opposition to the decision be recorded.

4.7 Greenisland Recreational Track

Report circulated to update Members and seek direction on the next steps regarding the Greenisland Recreational Facility proposal.

The Interim Director of Operations informed of the outcome of the consultation and made the recommendation to accept option 3 – the redesign to create a trim trail, as this option provided the maximum amount of use for a maximum number of users.

Members welcomed reaching this stage of the project.

In response to a Member's query regarding the timeline for a change to option 3, the Interim Director of Operations advised that in terms of Planning, the change was not a major issue and would only take a further two to three weeks to process.

A Member asked that the track was made open and accessible, well-lit and secure and not tied down to a booking system.

In proposing acceptance of the recommendation for Option 3, Alderman Wilson believed this appeared to be the best option and welcomed the support from the Department, the Knockagh DEA Councillors and Greenisland Regeneration Steering Group.

Councillor Hadden seconded the proposal commenting that it tied into the health and wellbeing hub.

The recommendation to approve option 3 – the redesign to create a trim trail

was proposed by Alderman Wilson and seconded by Councillor Hadden and

Resolved: to approve option 3 – the redesign to create a trim trail.

4.8 Operations Sub-Committee Amendments to Terms of Reference

Report circulated seeking approval to adopt the Terms of Reference for the former Waste Harmonisation Sub-Committee and to approve the sequence of workstreams identified by the Interim Director of Operations in terms of priority.

The Interim Director of Operations gave a brief overview of the report

Councillor Skinner agreed to accept the proposal on the condition that an amendment be added permitting all Councillors to attend and speak at the Committee without the normal process of prior approval by the Chair.

The recommendation to approve the Terms of Reference and priorities for the Operations Sub-Committee on the condition that all Councillors are permitted to attend and speak without the normal process of prior approval by the Chair

was proposed by Councillor Skinner and seconded by Councillor McKeen and

Resolved: to approve the Terms of Reference and priorities for the Operations Sub-Committee on the condition that all Councillors were permitted to attend and speak without the normal process of prior approval by the Chair.

4.9 Economic Development Activity Report

Members noted the circulated report providing an update on current Economic Development activity.

Concerns were raised regarding the decline of Carrickfergus town centre and the ongoing anti-social behaviour at one of the main shopping centres, which needed to be addressed. Members emphasised the need for a change in approach to town centres, focusing on things that would have a lasting impact.

The Head of Economic Development agreed to look at the impact of the Revitalisation projects and bring findings back to a future meeting.

4.10 MEANZ Business Update

Report circulated providing an update on the Innovate UK funded MEANZ (Mid & East Antrim Net Zero) project which aimed to demonstrate how local authorities can act as effective enablers of Net Zero transformation across both the public and private sectors.

Members noted the successful delivery and impacts from the MEANZ Business Project under the Innovate UK Fast Followers strand of the Net Zero Living Programme.

4.11 MTF Network Update

Report circulated to provide an update on current and future plans for the MTF Network (formerly known as the Manufacturing Task Force).

The Head of Economic Development highlighted the key statistics and notable achievements to date and advised that a draft feasibility study (Advanced Manufacturing super cluster for NI) would be brought to a future meeting.

Members noted the success of MTF to date and the opportunity and benefit to Council in being actively involved in this pivotal phase for MTF and to support the work of the feasibility study in achieving the best economic outcome for the advanced manufacturing community in Mid & East Antrim.

Concerns were raised about the under-development of the Woodside Road site and problems with power supply, a request for a wind turbine having been refused on the grounds that the electricity network could not handle the additional power.

DRAFT

Back to Agenda

The Head of Economic Development advised that she had met with Invest NI to discuss the complexities of the site recently. She undertook to raise the power issue with Invest NI and report back to the Member.

4.12 Hospitality World of Work Programme

Report circulated providing an update on the success and activities delivered under the Primary Hospitality "World of Work" Programme and to request approval to deliver a further Primary Programme and a new Secondary Hospitality and Tourism Programme during the Academic Year 2025/26.

The Head of Economic Development updated Members on the success and activities delivered under the Primary Hospitality "World of Work" Programme. She sought approval for Council to contribute £10k for a further programme with Primary and Secondary schools and advised that this had already been built into the 2025/26 Economic Development Budget. Several partners had also committed funding: Tourism NI (£4k), Hospitality Ulster (£2k), NI Hospitality School (£2k) and Galgorm Group (£2k).

Members commended the Officers involved and expressed their support of a such a positive programme.

The recommendation to

(i) note the update provided on the successful delivery of the pilot Primary Hospitality "World of Work" Programme in 2024/25
(ii) approve the funding of a further programme with Primary and Secondary schools at a cost to Council of £10,000.00
(iii) note that an evaluation report will be brought back to Council in due course

was proposed by Councillor Philpott and seconded by Councillor Harwood and

Resolved: to

(i) note the update provided on the successful delivery of the pilot Primary Hospitality "World of Work" Programme in 2024/25

(ii) approve the funding of a further programme with Primary and Secondary schools at a cost to Council of £10,000

(iii) note that an evaluation report will be brought back to Council in due course.

4.13 Retail Small Grants Programme

Report circulated seeking approval for the costs associated with running a Retail Small Grants Programme (Revamp & Refresh) within town centres.

The Head of Economic Development gave an overview of the Programme to be rolled out from January to March 2026 and made available to landlords and businesses within the Town Centres. Funding would be for internal improvements such as painting, shelving and merchandising stands to help boost sales. A maximum grant of £1,000 per business would be available with 20% match funding required by the applicant.

In response, some Members highlighted the need for money to be spent on longer term interventions rather than cosmetic improvements. Others emphasised the need for grants like this to help small businesses, especially those who rent. It was also suggested that businesses be encouraged to replace old fluorescent lighting with brighter more efficient and cost-effective lighting. In addition, Officers were asked to consider adding dates to the application form stating when applications would be assessed and the outcome advised.

In response to a query on possible extension of the scheme beyond the Town Centre boundary, the Head of Economic Development advised that this would dilute the amount of money available per business, however if Members wanted to consider increasing the budget for future programmes, this could be considered during the rate setting process. Councillor Philpott suggested increasing the maximum grant to £2k, however there was some opposition to this as it meant fewer businesses would benefit.

The Head of Economic Development advised that applications would be dealt with via the Town Centre team and she undertook to provide Members with details of when the scheme would go live.

In response to a further query, the Acting Director of Community undertook to check why Greenisland had been included in previous Town Centre Revitalisation Scheme grant schemes with DfC.

The recommendation to approve costs of £40,000 for the delivery of a Retail Small Grants Programme (Revamp & Refresh) across the three towns in Mid & East Antrim

was proposed by Alderman McCaughey and seconded by Alderman Ashe and
Resolved: to approve costs of £40,000 for the delivery of a Retail Small Grants Programme (Revamp & Refresh) across the three towns in Mid & East Antrim.

5 **Items for Recommendation to Council**

There were no items to consider.

6 **Tabled Questions**

No tabled questions were received.

On the proposal of Councillor Johnston, seconded by Councillor Harwood, it was:

Resolved: that the Meeting goes into Closed Committee.

In accordance with Council policy, members of the press and the public were not in attendance for this section of the Meeting.

7 **Items for Consideration/Decision**

7.1 **Ballymena Showgrounds Main Arena - New 3G Provision**

Report circulated seeking approval for the conversion of the current grass Main Arena Pitch at Ballymena Showgrounds to a 3G provision for the next football 26/27 season.

The item was determined to fall within Closed Committee as information falls under the prescribed exemptions: The item is restricted as information falls under the prescribed exemptions: Local Government Act (NI) 2014, Schedule 6, Part 1, Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the council holding that information).
Publication of the report will become unrestricted: never.

The Interim Director of Operations and Parks & Open Spaces Manager (Mid Antrim) responded to queries in relation to possible redress from consultants who recommended the current model; the requirement to convert the Ballymena Showgrounds main arena from a grass pitch to a 3G provision for the new 2026/27 football season; maintenance costs for the various surfaces and their durability; possible funding from IFA for Women's International games and advised on the wider community use available from a 3G pitch. He also undertook to check if Council received any of the income generated by Ballymena United and to ensure that the charges applied to clubs were standardised.

Councillor Philpott proposed acceptance of the Officer's recommendation to convert the main arena at the Showgrounds to a 3G pitch and that Officers commence the procurement process to ensure the new pitch is ready for use at the beginning of the 2026/27 NIFL season, with the addition that should NI Football Funding be received, that this is repurposed elsewhere.

Councillor Beggs seconded the proposal having sought assurances about the risk to Council.

Councillor Skinner left the meeting at 8.15pm and returned at 8.21pm.

Councillor Johnston made a declaration of interest at this point due to the direction of the discussion.

The Interim Director of Operations and Parks and Open Spaces Manager responded to further queries regarding the current pitch; if opting for a 3G pitch would require planning permission; and confirmed that international games could be played on 3G.

The recommendation to approve the conversion of Ballymena Showgrounds Main Arena from a grass pitch to a 3G provision for the new football season 26/27; to commence the procurement process to ensure the new pitch is ready for use at the beginning of the 2026/27 NIFL season and should NI Football Funding be received, that this is repurposed elsewhere

was proposed by Councillor Philpott and seconded by Councillor Beggs

Resolved: to approve

(i) the conversion of Ballymena Showgrounds Main Arena from a grass pitch to a 3G provision for the new football season 26/27

(ii) that Officers commence the procurement process to ensure the new pitch is ready for use at the beginning of the 2026/27 NIFL season

(iii) should NI Football Funding be received, that this is repurposed elsewhere.

Councillor Harwood left the meeting at this point.

7.2 Carrickfergus Visitor Centre Feasibility Report

Report circulated seeking approval for the progression of detailed design on the basis of full demolition and new build of the former Danske Bank Building located at 21–23 High Street, Carrickfergus to be the new Visitor Centre for the Carrickfergus City Deal Project.

The item was determined to fall within Closed Committee as information falls under the prescribed exemptions: The item is restricted as information falls under the prescribed exemptions: Local Government Act (NI) 2014, Schedule 6, Part 1, Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the council holding that information).
Publication is restricted until sometime in the future.

The Acting Director of Development advised on the reasoning behind the recommendation for full demolition and new build of the former Danske Bank.

It was proposed by Councillor Stewart, seconded by Councillor Skinner, to defer a decision until the next Committee Meeting, to allow for the public consultation and meeting of Carrickfergus Councillors to take place first.

As there was some opposition to delaying a decision, the Chair asked for a recorded vote.

The Chair put the motion to the vote.

For (6)	Against (6)	Abstention (4)
Aldermen: Mrs M Morrow, A Wilson Councillor: R Beggs, B Hadden, A Skinner, R Stewart	Vice Chair, Councillor A Clarke Aldermen: B Ashe MBE, R Logan, W McCaughey Councillor: G McKeen, P Johnston	Councillor: A Henry, L Philpott, M Warwick Chair, Councillor Jack Gibson

On a recorded vote 6 votes for, 6 votes against and 4 abstentions.

The Chair used his casting vote and voted for the proposal

The Chair declared the motion carried.

RESOLVED: that a decision be deferred until the next Committee Meeting to allow for the public consultation and meeting of Carrickfergus Councillors to take place first

Councillor Beggs raised a Point of Order and asked on what basis the Chair was able to vote. In response and referencing the Standing Orders, it was stated that if there was an equal number of votes for and against, the Chairperson would have the second and casting vote.

Councillor Beggs left the meeting at 9.08pm.

7.3 LEP Update

Report circulated to update Members on the ongoing work of Mid & East Antrim Local Economic Partnership (LEP).

The item was determined to fall within Closed Committee as information falls under the prescribed exemptions: The item is restricted as information falls under the prescribed exemptions: Local Government Act

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(NI) 2014, Schedule 6, Part 1, Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the council holding that information).
Publication is restricted until sometime in the future.

The Head of Economic Development gave an overview of the Mid and East Antrim Local Economic Partnership (LEP) and highlighted key issues for consideration following the September meeting of the LEP and the establishment of three Task and Finish groups. She hoped to bring the draft Plan to the next Committee meeting.

She sought approval for the high-level strategic priorities recommended by LEP Members.

The recommendation to

(i) note the progress to date by Members of the LEP in working towards agreeing an Action Plan for Mid & East Antrim
(ii) agree the high-level strategic priorities as recommended by Members of the LEP as detailed at 3.3 of the report

was proposed by Councillor Hadden and seconded by Alderman Logan and

Resolved: to

(i) note the progress to date by Members of the LEP in working towards agreeing an Action Plan for Mid & East Antrim
(ii) agree the high-level strategic priorities as recommended by Members of the LEP as detailed at 3.3 of the report.

8 Items for Recommendation to Council – Closed Committee

There were no items to consider.

OPEN COMMITTEE

On the proposal of Councillor Philpott, seconded by Councillor Skinner it was

Resolved: that the Meeting returns to Open Committee.

9 Forward Plan for Environment & Economy Committee

Members noted the circulated Forward Plan and Agenda for the next Environment & Economy Committee scheduled for 27 October 2025.

The meeting ended at 9.12pm.

-- Chair

-- Interim Chief Executive

-- Date

DRAFT

MID AND EAST ANTRIM BOROUGH COUNCIL

AUDIT & SCRUTINY COMMITTEE

Minutes of Meeting held on Thursday 25 September 2025 at 6.30pm in the Council Chamber, The Braid, 1-29 Bridge Street, Ballymena and via remote access

In the Chair:	Alderman B Ashe, MBE (Chair)
Present:	Alderman T Gordon Councillor R Beggs Councillor A Henry (Vice-Chair) Mr E Kelly (Independent Member)
Present remotely:	Alderman P Reid Councillor A Barr (to 6.36pm and from 6.38pm) Councillor R Quigley (to 7.21pm)
Attendance:	Mrs V Watts, Interim Chief Executive Mrs S Fisher, Assistant Director – Citizen Focus Ms M Hegarty, Assistant Director – Finance Mrs C McIntyre, Governance and Democratic Services Officer Mrs L Graham-Metz, Committee Administrator
Also in Attendance:	Camille McDermott, Deloitte Colette Kane, Northern Ireland Audit Office (NIAO) Roger McCance, Northern Ireland Audit Office (NIAO)
Press:	There were no members of the press present.
Public:	No members of the public were in attendance.

ITEM MINUTE

The Chair reminded Members about the importance of attending the upcoming training session with Arlingclose on Monday 29 September at 6.30pm in the Chamber to provide an opportunity to inform Members of how the capital plan would impact on the Council's financial position and the rate set. Members were asked to attend in person, where possible, as Arlingclose would be present.

1 NOTICE OF MEETING

The Interim Chief Executive read the Notice of Meeting.

In response to a Member's Point of Order relating to a request that future meetings of the Audit and Scrutiny Committee be convened on set days, the Interim Chief Executive confirmed that timelines relating to the submission and reporting of accounts at certain times of the year had determined when the Committee was scheduled. She undertook to review this going forward.

2 APOLOGIES

No apologies were received.

3 DECLARATION OF INTEREST

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

The following declaration was received:

Councillor R Beggs, item 4.3 - Internal Audit Policing and Community Safety Partnership (PCSP) as a Council representative on the PCSP. Cllr Beggs did not withdraw from the Chamber during discussion of the item.

4 ITEMS FOR CONSIDERATION / DECISION

4.1 Scrutiny Update - Reception

The Assistant Director – Citizen Focus referred to the circulated notes from the meeting held on 29 August 2025, along with the agreed Terms of Reference, and provided an update on the scope of the Scrutiny Review to realign cash handling and administration procedures across all three Council Receptions. She added that enhancement of the established Customer Charter would also form part of the review.

In response to a concern from a Member in relation to the costs and logistics of cash handling, the Assistant Director – Citizen Focus agreed to further discuss related procedures following the meeting.

4.2 Internal Audit Progress Report

Members noted the contents of the circulated Internal Audit Progress Report.

Ms McDermott from Deloitte advised that there was nothing of concern to note and she anticipated work would be completed within the year in line with the Internal Audit Plan.

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4.3 Internal Audit Policing and Community Safety Partnership (PCSP)

Having previously declared an interest in this item, Councillor Beggs remained in the Chamber.

Members noted the contents of the Internal Audit Policing and Community Safety Partnership Review.

Ms McDermott provided an overview of the audit advising that the outcome was a satisfactory level of assurance with only one priority 3 finding.

Members welcomed the positive findings of the review.

Mr Kelly made an observation that as satisfactory assurance had been obtained and considering that the Policing and Community Safety Partnership was well controlled, that it would be good if we redirected our focus on other areas of the council. He suggested an approach to the funder to ask if they would consider periodic audits instead of annual audits. The Interim Chief Executive and Assistant Director – Finance undertook to ask the Officers who were responsible to approach this with the funder since a similar request in relation to the Labour Market Partnership audits had also been made.

5 ITEMS FOR RECOMMENDATION TO COUNCIL

No items to be discussed.

6 TABLED QUESTIONS

No questions had been received.

The information contained in the reports associated with the following items was restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

On the proposal of Alderman Gordon, seconded by Alderman Reid, it was:

RESOLVED: That the Meeting goes into Closed Committee.

In accordance with Council policy, members of the press and the public were not in attendance for this section of the Meeting.

7 ITEMS FOR CONSIDERATION/DECISION – CLOSED COMMITTEE

THE COMMITTEE DEALT WITH THE FOLLOWING ITEMS IN ACCORDANCE OF THE POWERS DELEGATED TO IT UNDER THE COUNCIL'S SCHEME OF DELEGATION SECTION B 2.1.

7.1 Report to Those Charged with Governance

The item was determined to fall within Closed business as information fell under the prescribed exemptions: Local Government Act (NI) 2014, Schedule 6, Part 1, Paragraph 3, Information relating to the financial or business affairs of any particular person (including the council holding that information). Publication of the report would become unrestricted: never

Ms Kane informed that the 2024/25 audit was now complete. She provided a detailed overview of the Report to Those Charged with Governance and commended that of the 4 findings, no Priority 1 findings had been identified.

Mr Kelly welcomed the unqualified audit opinion and noted that there had been a great improvement on the previous year.

Further to comments and questions in relation to the points raised in the management letter, Ms Kane and Officers provided relevant clarification. Formal management responses would be prepared in response to the points raised in the management letter and would be brought to Members at the next meeting.

7.2 Statement of Accounts 2024-2025 – Sign off

Report circulated presenting the draft Audited Accounts for the year ended 31 March 2025, for Members' review and formal approval.

The item was determined to fall within Closed business as information fell under the prescribed exemptions: Local Government Act (NI) 2014, Schedule 6, Part 1, Paragraph 3, Information relating to the financial or business affairs of any particular person (including the council holding that information). Publication of the report would become unrestricted: Annual audited accounts would be published on the Council website by statutory deadline of 30 September 2025.

The Assistant Director - Finance summarised the circulated report and outlined areas where amendments to the narrative were in progress.

The Recommendation to approve

(i) the Annual Governance statement was signed by the outgoing Chair of the Audit and Scrutiny Committee; the statement would now require re-signing by the current chair to reflect the updated committee's leadership and governance arrangements
(ii) the draft audited accounts be approved for publication by the statutory deadline of 30 September 2025

was proposed by Councillor Beggs and seconded by Alderman Gordon and

RESOLVED: that

(i) the Annual Governance statement was signed by the outgoing Chair of the Audit and Scrutiny Committee; the statement would now require re-signing by the current chair to reflect the updated committee's leadership and governance arrangements
(ii) the draft audited accounts be approved for publication by the statutory deadline of 30 September 2025.

8 ITEMS FOR RECOMMENDATION TO COUNCIL – CLOSED COMMITTEE

No items to be discussed.

9 TABLED QUESTIONS – CLOSED COMMITTEE

No questions were received.

On the proposal of Councillor Henry, seconded by Councillor Beggs, it was

RESOLVED: that the Meeting returns to Open Committee.

10 FORWARD PLAN FOR AUDIT AND SCRUTINY COMMITTEE

Members noted the circulated Forward Plan for Audit and Scrutiny Committee and Agenda for the next meeting to be held on 28 October 2025 and an earlier request that future meetings be convened on Tuesdays was repeated.

The meeting ended at 7.30pm

-- Chair

-- Interim Chief Executive

-- Date

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Mid & East Antrim Borough Council

Council/Committee:	Full Council
Date:	13 October 2025
Report Title:	ICO Consultation Response – Draft Guidance for Data Protection Complaints
Publication Status:	Open
Author:	Sarah Williams, Assistant Director (Business Support)
Approver:	Laureen Donnan, Interim Director of Corporate Services

1. Purpose

1.1. The purpose of this report is to seek Elected Member approval of a draft response to a public consultation by the Information Commissioner's Office in respect of their Draft Guidance for Handling Data Protection Complaints.

2. Background

2.1. The new Data (Use and Access) Act – June 2025 stipulates organisations must give people a way of making data protection complaints. This will be separate to any other types of complaints procedures Council already has in place.

2.2. The Information Commissioner's Office (ICO) is consulting on draft guidance that they have produced to assist organisations handling data protection complaints.

2.3. Once the public consultation is complete, the ICO guidance will be published to help organisations implement a new data protection complaints process.

3. Key Issues for Consideration

3.1. The ICO guidance aims to walk organisations through the new requirements and inform them of what they must, should and could do to comply. It includes helpful tips and practical advice for each stage in the process.

4. General Considerations/ Implications

4.1. A response from Council will help the ICO to establish if they can provide any additional clarity in the guidance before the final version is published. A response to the consultation is required to be submitted via a survey on Citizens Space. **Appendix 1** details Council's suggested survey response.

4.2. Financial implications (provide details of budget required and if budget has been allocated already or if this is new spend): no direct financial resource.

4.3. Human Resources (are there sufficient staffing resources or will additional resources be required – financial impact will need to be provided): staffing resources will be provided by Councils Information Governance team, no additional staffing resources required.

4.4. Equality Screening: as this consultation relates to organisational guidance only, there is no impact based on individuals' section 75 characteristics, and therefore, this survey response will have no implications.

4.5. Assets: no direct asset impact

4.6. Alignment with Corporate Priorities and Link to Corporate Plan: aligned with corporate objectives and the performance pillar within corporate plan 2024 – 28.

4.7. Rural Proofing and Environmental Impact: as this consultation relates to organisational guidance only, there is no impact based on individuals' rurality, and therefore, this survey response will have no implications.

5. Proposed Way Forward

5.1. Following official publication of this guidance, Council's Information Governance team will take it into consideration when developing the new data protection complaints procedure.

6. Recommendation or Decision

It is recommended that Elected Members:

(i) Consider the proposed Consultation response at Appendix 1.
(ii) Approve the draft Consultation response if content.

7. Appendices / Links

Appendix 1 Council's proposed Consultation response

Complaints guidance for organisations

Overview

The Information Commissioner's Office (ICO) is consulting on **draft guidance for organisations handling data protection complaints** *<https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fico.org.uk%2Fabout-the-ico%2Fwhat-we-do%2Fcomplaints-guidance-for-organisations%2F&data=05%7C02%7CAbby.Johnson%40ico.org.uk%7C9b471f2b959147bb244f08dddf201d49%7C501293238fab4000adc1c4cfebfa21e6%7C0%7C0%7C*

The Data (Use and Access) Act inserts S164A into the DPA18 which means organisations must:

- give people a way of making data protection complaints to you;
- acknowledge receipt of complaints within 30 days of receiving them;
- without undue delay, take appropriate steps to respond to complaints, including making appropriate enquiries, and keep people informed; and
- without undue delay, tell people the outcome of their complaints.

The guidance aims to walk organisations through the new requirements and inform them of what they must, should and could do to comply. It includes helpful tips and practical advice for each stage in the process.

Your responses will help us to establish if we can provide any additional clarity in the guidance before the final version is published.

We welcome your feedback to the questions set out in this survey. They're split into the following sections:

Section 1: About you and your organisation.

Section 2: Your views on our guidance.

Section 3: How our guidance will affect you / your organisation.

Section 4: Any additional comments about the guidance.

The consultation will remain open until **23:59** on **Sunday 19 October 2025**. We may not consider responses received after this deadline.

Privacy statement

For this consultation, we may publish in full the responses received from organisations or a summary of the responses. If we do publish any responses, we will remove any personal information, email addresses and telephone numbers from these responses. Please do not to share any information in your response which you would not be happy for us to make publicly available.

Should we receive an FOI request for your response we will always seek to consult with you for your views on the disclosure of this information before any decision is made.

For more information about what we do with personal information please see our **privacy notice** *<https://ico.org.uk/global/privacy-notice/>* , and the **section on responding to our consultations and surveys** *<https://ico.org.uk/global/privacy-notice/responding-to-our-consultation-requests-and-surveys/>* .

Please note that we are using the platform Citizen Space to gather this information on our behalf. Citizen Space is provided by Delib. You can read **Delib's privacy policy here** *<https://www.delib.net/legal/privacy_notice>* .

About you

Are you acting as an individual:

1 Are you acting as an individual:

(Required)

Please select only one item

- ◯ In a private capacity (eg someone providing their views as a member of the public)
- ⊗ On behalf of an organisation
- ◯ Other

If other please specify

About your organisation

2 If applicable, what is the name of your organisation?

Mid and East Antrim Borough Council

3 Is your organisation:

(Required)
Please select only one item

- (X) Public sector
- ( ) Private sector
- ( ) Charity or non-profit
- ( ) Other
- ( ) Not applicable

If other please specify:

4 What is the size of your organisation?

(Required)
Please select only one item

- ( ) 0 employees or sole trader
- ( ) 1 to 9 members of staff
- ( ) 10 to 49 members of staff
- ( ) 50 to 249 members of staff
- ( ) 250 to 499 members of staff
- (X) 500 or more members of staff
- ( ) Unsure / don't know
- ( ) Not applicable

5 Is your organisation:

(Required)
Please select all that apply

- [ ] Headquartered in the UK
- [ ] A multinational organisation with a UK presence
- [X] Solely based in the UK
- [ ] Other
- [ ] Unsure / don't know
- [ ] Not applicable

If other please specify:

Your views on our guidance

The following questions relate to the 'how do we prepare to receive data protection complaints' section.

6 To what extent do you agree that this section clearly explains what organisations need to do to ensure they are prepared to receive data protection complaints?

(Required)

Please select only one item

- ( ) Strongly agree
- (X) Agree
- ( ) Disagree
- ( ) Strongly disagree
- ( ) Unsure / don't know

If disagree / strongly disagree / not sure please explain

7 To what extent do you agree that this section clearly explains how to handle complaints from, or on behalf of, children?

(Required)

Please select only one item

- ( ) Strongly agree
- (X) Agree
- ( ) Disagree
- ( ) Strongly disagree
- ( ) Unsure / don't know

If disagree / strongly disagree / not sure please explain

8 Is there anything else you think we should include here?

(Required)

Please select only one item

- ( ) Yes
- (X) No

If 'Yes' please explain

Your views on our guidance

The following question relates to the 'acknowledge the complaint' section.

9 To what extent do you agree that this section clearly explains what we mean by 'acknowledge'?

(Required)

Please select only one item

- (X) Strongly agree
- ( ) Agree
- ( ) Disagree
- ( ) Strongly disagree
- ( ) Unsure / don't know

If disagree / strongly disagree / not sure please explain

10 Is there anything else you think we should include here?

(Required)

Please select only one item

- ( ) Yes
- (X) No

If 'Yes' please explain

Your views on our guidance

The following questions relate to the 'investigate the complaint' section.

11 The law requires controllers to take appropriate steps to respond to complaints without undue delay, which includes making enquiries to the extent appropriate. To what extent does this section clearly explain this?

(Required)

Please select only one item

- ◯ Strongly agree
- ⊗ Agree
- ◯ Disagree
- ◯ Strongly disagree
- ◯ Unsure / don't know

If disagree / strongly disagree / not sure please explain

12 The law also requires controllers to keep the complainant informed about the progress of the complaint. To what extent do you agree that this section clearly explain this?

(Required)

Please select only one item

- ◯ Strongly agree
- ⊗ Agree
- ◯ Disagree
- ◯ Strongly disagree
- ◯ Unsure / don't know

If disagree / strongly disagree / not sure please explain

13 Is there anything else you think we should include here?

(Required)

Please select only one item

- ◯ Yes
- ⊗ No

If 'Yes' please explain

Your views on our guidance

The following questions relate to the 'provide an outcome to the complaint' section.

14 To what extent do you agree that this section clearly explains how to provide complainants with an outcome without undue delay?

(Required)

Please select only one item

- ◯ Strongly agree
- ⓧ Agree
- ◯ Disagree
- ◯ Strongly disagree
- ◯ Unsure / don't know

If disagree / strongly disagree / not sure please explain

15 Is there anything else you think we should include here?

(Required)

Please select only one item

- ⓧ Yes
- ◯ No

If 'Yes' please explain

Guidance states 30 day window for acknowledgment of complaint, clarification on expected response time for outcome of investigation would be helpful. Undue delay is vague.

How our guidance will affect you / your organisation

The new legal duty for data controllers to have a complaint handling process in place comes from legislative change and the impact of this is covered within the Department for Science, Innovation and Technology's **Data (Use and Access) Bill Impact Assessment** *<https://bills.parliament.uk/publications/56548/documents/5221>* Within this section we are interested in understanding the impact of our guidance, which supports the implementation of this duty. In responding to the following questions about the potential impacts of the guidance, it is important to distinguish between:

impacts that can be attributed to the guidance: these are affected by how the ICO chooses to develop the guidance; and
impacts that are not attributable to the guidance: these are impacts that arise from the new legislative requirements that controllers are expected to comply with.

16 Are you responding on behalf of an organisation?

(Required)

Please select only one item

- ⓧ Yes
- ◯ No

How our guidance will affect your organisation

17 Does your organisation currently have a complaints process in place? This could be for any kind of complaint, such as those about customer service.

(Required)

Please select only one item

(X) Yes
( ) No
( ) Not applicable
( ) Unsure / don't know

18 What do you consider to be the main challenges or barriers to developing and implementing a complaints process?

Confusion on the part of staff & complainants as to why it is separate to our standard complaints procedure.
Local Government in NI have recently implemented a model complaint handling framework advised by NIPSO.
This new requirement will represent yet another change to a complaints process causing confusion.

19 Do you think that the guidance set out in this document presents any additional:

(Required)

Please select only one item

( ) Benefit(s) to your organisation
( ) Cost(s) or burden(s) to your organisation
(X) Both
( ) Neither
( ) Unsure / don't know

20 What, if any, are the costs you expect your organisation to incur as a result of the guidance:

(Required)

Please select all that apply

[X] Time taken to read and understand the guidance
[X] Any wider familiarisation costs linked to the guidance
[ ] Neither
[ ] Other

Please describe any other additional costs your organisation might incur as a result of the guidance

See Q22

21 Please provide a rough estimate of the costs you are likely to incur as a result of the guidance and briefly explain how you have calculated these

See Q22

22 Do you expect to incur any costs as a result of the new legal duty (eg linked to staff training, putting new processes in place, updating existing processes)? If so, please provide a description and rough estimate of the costs, and briefly explain how you have calculated these

(Required)

We consider these costs as qualitative rather than quantitative, therefore we are unable to provide a calculation. We already have established complaints procedures in place, additional time and effort will be required to update training resources, policy documents and Council website.
Administrative burden due to additional time spent logging and responding to complaints.
Additional time and resources required to train staff involved with this new process and also time taken to make all Council staff aware of this additional complaints process.

23 What, if any, are the benefits you expect for your organisation from using the guidance:

(Required)

Please select only one item

- (X) Better understanding of what my organisation must, should and could do to comply with the legislation
- ( ) Increased confidence that my organisation is providing a compliant product/service/process
- ( ) Able to better support my customers
- ( ) Able to address data protection complaints in a timely manner
- ( ) Reduced legal or advisory costs
- ( ) Improved reputation from putting a compliant complaints process in place
- ( ) None of these
- ( ) Other

Please describe any other additional benefits your organisation might incur as a result of the guidance

- Confirms transparency within the organisation
- Will affirm Council's viewpoint, showing we treat data handling with utmost importance.

24 Please provide a rough estimate of the benefits you are likely to incur as a result of the guidance and briefly explain how you have calculated these

We consider these benefits as qualitative rather than quantitative, therefore we are unable to provide a calculation
- Enchanced clarity for individuals as this new complaints process is more specific to their concern as opposed to a generic version
- Improved accountability & compliance for us as an organisation
- Feedback from complaints will identify gaps for improvement if any data issues are highlighted

25 Having read the guidance, are you confident that you know what your legal obligations are and how to implement a complaint handling process?

(Required)

Please select only one item

(X) Yes
( ) Partially
( ) No
( ) Unsure / don't know

Please explain your response

Yes, the guidance clarifies our legal obligations and how to implement a complaints handling process.

How our guidance will affect you

26 Do you anticipate any impacts (positive or negative) associated with the guidance? If so, please provide detail of the type and scale of impacts you anticipate (positive or negative):

(Required)

Please select only one item

(X) Yes
( ) No

Please provide detail of the type and scale of impacts you anticipate (positive or negative)

Anticipated positive impacts:
- Enchanced clarity for individuals, complaints process specific to their needs
- Improved accountability & compliance for us as an organisation

Anticipated negative impacts:
- Increased administrative burden to implement new procedure
- Potential for more complaints initially

Additional general comments about the guidance

27 Does the guidance use language that is easy to understand?

(Required)

Please select only one item

(X) Yes

( ) No

Please explain your response

Yes, the guidance is clear and easy to follow.

28 Please provide any further general comments or suggestions you may have about the guidance:

Further practical examples would be beneficial to include within the guidance.

29 Would you be happy for us to contact you if we have any follow up questions based on your responses to this consultation?

(Required)

Please select only one item

(X) Yes

( ) No

If 'Yes' please provide name / email address / preferred contact details.

DPO@midandeastantrim.gov.uk

Memorial Sub-Committee Meeting – Thursday 7 August 2025 at 3.00pm via Teams

Attendees: Cllr P Johnston (Chair), Cllr M Warwick, Cllr B Ferris, Cllr T Hoey, Steven Bailie, David Hume, Matthew McCallion, Mark McNeill, Ross Hickey

Apologies: Cllr L Philpott, Cllr M Donnelly, Cllr A Barr, Cllr J Minford, Cllr Quigley, Cllr Archie Rae, Shaun Morley

Notes: Ms S Millar

No	ACTION	By
1.	**WELCOME & INTRODUCTIONS**	
	Cllr Johnston welcomed everyone to the meeting. As quorum was not met, it was agreed that no Chair or Vice-Chair could be elected. Members agreed to receive updates on each of the matters from officers.	
2.	**APOLOGIES**	
	Apologies received and noted.	
3.	**DECLARATIONS OF INTEREST**	
	No declarations of interest were received	
4.	**ITEMS FOR DISCUSSION / UPDATE**	
4.1	**Appointment of Chair and Vice-Chair** Deferred to October meeting – no quorum	
4.2	**Memorial SubCommittee Terms of Reference** Deferred to October meeting – no quorum	

4.3	**Notes of previous Memorial Sub Committee Meeting (April 2025)** Noted	
4.4	**Ballymena Second World War Re-Dedication Update** Deferred to October meeting	
4.5	**Larne Second World War Memorial-Research & Missing Names** Update provided by Ross Hickey: • Names verified: 114 confirmed for addition (higher than expected). • New structures: Two additional obelisks will be installed alongside existing ones, and benches will be relocated for improved layout. • Budget: £12,000 originally allocated; estimated cost now £17,500–£20,000 due to increased number of names. Additional funding will be sought. • Approvals: Formal approval for adding names will be sought from the Neighbourhoods & Communities Committee in October. • Procurement: Documentation to be prepared in advance to allow quick contractor mobilisation after approval. • Timeline: On-site works expected to take <1 month once started.	
4.6	**Plaques Photocall Update** Carrick Memorial Plaque – update provided by Mark McNeill • Cllr Johnston felt current plaque design looks out of place, lacks the gravity the memorial deserves, and appears small/artificial compared to surrounding stonework. • General agreement that while the location is appropriate, the design needs to be reconsidered. • Alternative design options (more in keeping with stonework and scale) to be produced for committee review. • Graphic design visuals to be prepared and brought back to the subcommittee. • Once a final design is agreed, installation date and related event schedule will be confirmed.	
4.7	**Programme of Works on Maintenance and Refurbishment** • Annual Maintenance:	

	○ Standardised approach to cleaning and inspection across all memorial sites. ○ Scheduled for October, ahead of November events, to ensure consistent presentation. • Knockagh Monument: ○ Major refurbishment remains scheduled for 2026, aligned with council commitments and increased partner contributions. ○ 3D point-cloud survey to be conducted in the coming months to assess condition, monitor structural integrity, and inform detailed works planning. ○ Survey results to be discussed at the next meeting *(ACTION: Add as agenda item)*. ○ Planned works to include specialist cleaning and repointing. Scaffolding will be used efficiently to complete all necessary tasks in one programme.	
4.8	**GIS Mapping of Memorial Sites (Update)** • Progress Update (Matthew McCallion): ○ All council-owned war memorials photographed, logged, and mapped. ○ All Commonwealth War Graves in council cemeteries photographed, GPS-plotted, and added to the dataset. ○ Interactive GIS map completed; will be installed as exhibitions in council museums (screens being set up in Ballymena, Carrickfergus, and Larne). ○ Potential future link with Sea & Shore site project (Ross Hickey to discuss with Matthew McCallion offline). • Public Access & Promotion: ○ Strong support for making the map publicly accessible, ideally via the council website (Cllr Warwick). ○ Alternative option: share via social media with a link to the resource (MMcCallion). ○ Agreement to explore website publication (*Matthew & David to discuss – ACTION*). ○ Ready for public sharing now. ○ Proposal for a formal public launch involving the Mayor, to highlight as an additional service and tourism/genealogy resource *(ACTION: Officers to explore)*.	
4.9	**RUC Stained-glass Window** • Progress Update (Ross): ○ Council in ongoing design discussions with RUC GC Foundation. ○ Final comments from the Foundation expected imminently. ○ Supplier already contracted and ready to move to final stage once design is approved.	

	◦ Final draft design will be shared with the subcommittee by email for comment, avoiding delays until the next meeting.	
4.10	**Email request from Cllr Alan Barr – Sir George White Grave** • Grave confirmed to be privately owned (likely church property). • Council has no direct responsibility for maintenance; undertaking works may set a precedent. • Cllr Warwick to speak with Cllr Barr regarding potential community clean-up involvement. • Suggested liaison with church or local volunteer groups to arrange upkeep.	
6.	**DATE FOR NEXT MEETING** 1 October 2025 at 2.30pm • Effort to ensure quorum through party groups. • Thanks given to officers for updates.	

Meeting terminated at 15:16