

**Minutes of the ORDINARY MEETING including the PLANNING, CONTRACT AND WORKS COMMITTEE,  
held at The Spetchells Centre, Front Street, at 7:00pm on Thursday 29<sup>th</sup> September 2022**

**Present**

Cllr Bryan Futers, Cllr Tracy Gilmore, Cllr Kiran Bell (Acting Chair for PCW), Cllr Chris Cuthbert, Cllr Angie Scott, Cllr Gerry Price, Cllr Carol Stephenson, Cllr Jane Johnson, Cllr Duncan Couchman, Cllr Ignasious Varghese and Cllr Jonathan Wheeler.

Shirley Ann Gaut (Clerk/RFO)

**OM2223/048 Welcome by Chair**

Cllr Bryan Futers welcomed everyone to the meeting.

**OM2223/049 Apologies for Absence**

Cllr Dot Dickinson, Cllr Glenn Simpson, Cllr Chris Barrett, Cllr Robert Blackburn, County Councillor Anne Dale (Mickley) and County Councillor Gordon Stewart (Prudhoe South.)

**OM2223/50 Declarations of Interest**

For the Planning, Contracts and Works Committee Cllr Angie Scott, as a Member of the NCC Tynedale Local Area Committee (Planning), declared a non-pecuniary interest in all planning applications and took no part in consideration of any of the applications.

**OM2223/050 Dispensations**

None received.

**OM2223/051 Public Participation**

No items of public participation had been received.

**OM2223/052 Eastwoods Park – Miners Lamp Café**

Cllr Futers welcomed Fiona Wardlaw Project and Development worker at Eastwood Park and Miners Lamp Café.

Fiona introduced herself and thanked the Council for inviting her to speak and gave a verbal presentation, starting with providing her background prior to Miners Lamp Café. She has previously worked in Blyth and Ashington and well aware of pockets of poverty within communities.

Since in post new events have taken place at Eastwoods Park, this includes Tree Story where the Library Service have delivered story time under the magnificent oak trees, which will continue next year. The park is quite well used, after conversations with other groups, there are at least three different learning disability groups, and two children car groups travelling from Gateshead and South Shields to use the park. Activities such as 'Cheesy Tunes Tuesday' and disability games have been put in place to cater for these groups. Also working with local childminders, looking at nature, carved wood sculptures (by local crafts person) hidden around the park, will be incorporated into a trail via the black accessible path around the park. This path will be marked out in steps – keeping in with health and wellbeing, making it fun for the children.

They have been successful in obtaining £10K Warm Hub Grant, throughout the winter they will be a warm hub, and make small grants of up to £50 per household towards hardship, which ties in with their foodbank. So far this year 82% of foodbank parcels have been from West Wylam, they do also get residents from Crawcrook and Wylam. 198 bags have been given out over the last few months and 50 of those bags are from households with children under the age of six years. School uniform bank has also been held and items of clothing no more than £1.

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The project have also been recently awarded runner up for the Love Northumberland Awards.

Other recent events also included the lighting of the Elizabeth Beacon in memory of the passing of Queen Elizabeth II, with TV footage.

Due to the Covid pandemic a loss has been made over the past few years in the park, as they were unable to put on full events/donation, therefore a great deal is given away for free as they are aware of how people are struggling.

Future events planned include outdoor cinema 'Hotel Transylvania', taking place on 28 October 2022, entry £1. Depending on funding a winter wonderland is also planned for 17/18 December 2022 including ice rink, elf workshops, box land, tree land, ice land etc. Also looking at the Spring to run 'Away and Go', a free slimming club where people get weighed and go, will be given nutritional advice, working with health trainers this will initially be a twelve-week programme – hopefully, this will bring those into the park who would not normally use the facilities.

Eastwoods is a beautiful, safe park and has so much that can be done and want to encourage residents of Prudhoe and surrounding people to use. A willow area has been planted and plans are set for an orchard to be planted at the 'boggy' end of the park.

Support is very much needed and appreciated to be able to continue their work, be this funding, or sign posting with local groups, residents and traders, all to help raise the profile.

Cllr Chris Cuthbert applauded the work the project has carried out to date and asked about the steps on the walk, is this educational for example how many steps to take to reach a bird or an acorn. Fiona advised that this would be the case, for example one thousand steps to wood mouse, two thousand steps to the next etc – encouraging the children to continue further on the trail, if complete would get prize of hot chocolate from the café.

**It was AGREED** for future funding to apply via Grant Aid, signposting from Prudhoe Town Council as well as sharing posts on Council website and Facebook to raise profile.

**OM2223/Prudhoe Youth Project**

It was **AGREED** to receive the second quarter report.



**Progress Report to Prudhoe Town Council - 29<sup>th</sup> September 2022**

**Summer Holiday Activities 2022**

We had a busy summer offering at least 2 summer camp sessions and 1 trip a week for the whole 6 weeks. We wanted to offer longer sessions, so we extended the time from the previous year, and we wanted to make sure each child got a meal while they were with us.

- Summer Camp sessions were held at different venues, Eastwood Park, The Methodist Church, and the Parish Hall. This was done to break down barriers between different areas of Prudhoe. We hoped that this would allow our sessions to be more accessible. Each venue had different assets that we would utilise, for example we would always use the kitchen at the parish hall to provide young people with cookery sessions and a hot meal, Eastwood Park gave us the outside space to play games and provide sporting activities and the Methodist basement room has a chilled vibe with a pool table and games tables to promote socialising time. The total attendances for our Summer Camp sessions were 212.



- We completed 5 successful trips which included Kirkley Hall Zoo, Falconry Days (bird of prey centre), Canny Crafty and Ice Cream at Wheelbirks, A day in the woods with Natures Living Room CIC and Surfing at South Shields.

Our trips were aimed at our current term time users with remaining spaces filled by new young people. We wanted to offer trips out of the area, give young people new experiences and promote positive time with peers and youth workers. We know that for some of our young people these trips were the only time they went away in the holidays. The trips were heavily funded, and we only asked for a small contribution from parents/carers. Total attendances for our trips were 131

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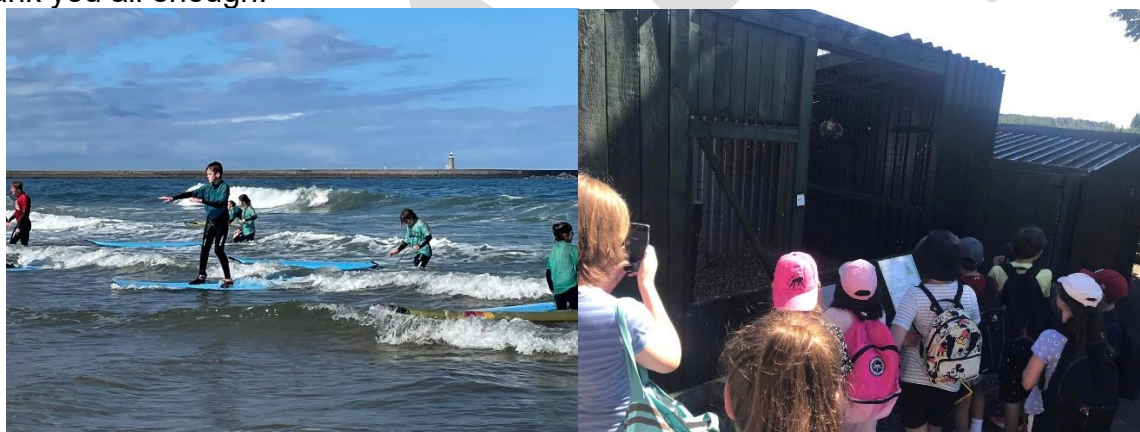


The young people gave us great feedback, we will use their ideas to help shape next year's summer holiday programme and we look forward to doing it all again.

**Parent Feedback:**

'These sessions were a lifesaver this summer . With budgets tight and the cost of living rising so high we weren't able to take \*\*\*\*\* a lot of places in the holidays, so Your days out were so welcome and so affordable . \*\*\*\*\* loved them especially the surfing and we can't thank you all enough . Keep up the good work \*\*\*\*\* mum xx'

'The activities in the holidays we fantastic thanks very much. My son has grown in confidence so much because of your groups. His interactions with the other young people has come on great as this can be a particular problem for him. He loves your sessions and looks forward to coming. I can't thank you all enough.'



**Term Time Provision**

Our term time provision restarts on Tuesday 13<sup>th</sup> September, and we look forward to seeing young people at our youth sessions again. We hope to see some of the new faces we met over the summer holidays at our sessions.

We are currently putting plans together to open our new session, LEGO Club. This session is aimed at young people requiring support or a quieter session to be able to access our provision. We are hoping this session will be open by the end of the month.

I would like to take the opportunity to thank Prudhoe Town Council for your ongoing support.

Gemma Nixon

Youth Development Worker

**OM2223/054 Draft Minutes of the Ordinary Meeting held on 28 July 2022**

**It was AGREED** to receive the minutes as a true record.

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**OM2223/0055 Draft Minutes of the Human Resources Meeting held on 28 July 2022**

It was **AGREED** to receive the minutes as a true record.

**OM2223/056 Draft Minutes of Cemetery Committee Meeting held on 6 July 2022.**

It was **AGREED** to receive the minutes as a true record.

**OM2223/057 Reports**

**a) Chair's Report**

Cllr Bryan Futers gave the following verbal report:

- Cemetery inspection carried out on Thursday September 2022, also attended onsite meeting with tree surgeon regarding issue with tree at new cemetery.
- Attended Prudhoe Community Partnership AGM 20 September 2022, an informative evening. Update on The East Centre building, there are two plans being considered for development of the site.
- Lighting of the beacon in memory of Queen Elizabeth II held Sunday 18 September 2022, unable to attend.
- Floral tribute in memory of Queen Elizabeth II placed in Glade, Council placed flowers as well as from myself as Mayor, but did not seem to encourage any further contributions.
- Budget 23/24 particularly Grant Aid as more groups are likely to apply due to current climate. Emphasis be on those groups in Prudhoe
- Warm Hub Scheme, thought Riverside Café could be one, however issues surrounding this as it is part of NCC.
- Essity Meeting 2 September 2022, unable to attend meeting, no Prudhoe Town Council representatives were able to attend. As one of the largest employers in Prudhoe it is essential that Prudhoe Town Council is represented.
- Tyne Valley Community Rail Partnership AGM to be held 18<sup>th</sup> October 2022, hoping to attend this.

**b) Clerk's Report**

The Clerk gave the following verbal report:

Anchor Point at McGee's

The brick on which the anchor point is placed needs to be reset/repointed, this will need to be done sooner rather than later.

Bus Shelter – Beaumont Terrace

Final repair has now been carried out.

Miners Race

Due to the mourning period following the death of Queen Elizabeth II, the race was cancelled and has now been rescheduled for Sunday 16 October 2022, 4.00pm start.

Cemetery Inspection

I attended Edgewell cemetery on Thursday 8 September 2022, along with Cllr Wheeler, Cllr Bell, and Cllr Futers. Any action needed will be discussed at the next Cemetery Committee meeting (to be confirmed.)

Death of Queen Elizabeth II

Prudhoe Town Council opened a book of condolence placed in the library during the mourning period. This was also taken to be signed at the lighting of the Elizabeth Beacon at Eastwoods Park on Sunday 18 September 2022. The book is now at Northumberland County Council where it will be archived with other Parish/Town books along with the County's own.

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Annual Governance and Accountability Return (AGAR)

PKF Littlejohn LLP are the externally appointed auditor for Prudhoe Town Council. Following the submission for year ending March 2022, PKF Littlejohn have not been able to complete the review of the Annual Governance & Accountability Return (AGAR) in time to enable Prudhoe Town Council to publish the required documentation in line with statutory requirements (correspondence received 29/09/2022.)

Once the review has been completed Prudhoe Town Council will receive a final report and certificate of completion detailing any qualifications and other matters.

An interim report has been issued. The Notice of Audit, along with the uncertified AGAR (sections 1, 3 & 3) has been published on Prudhoe Town Council (statutory deadline states before 30 September 2022.)

**c) County Cllrs Reports**

To receive reports from County Cllr Anne Dale (Mickley), County Cllr Angie Scott (Prudhoe North), County Cllr Gordon Stewart (Prudhoe South.)

**County Councillor Anne Dale**

There are ongoing concerns about the cleansing of gullies in Mickley.

Concerns have been raised about the lack of social services care available and I have taken this up with the Council. At present there are 220 care packages outstanding. There is a shortage of social care staff in the west of the County.

Thank you for reporting the litter dropped at the Sports Field. This field belongs to the County Council, and I will ask if a larger bin can be provided.

Factco are continuing with the roll out of full fibre to the village.

The County Council has asked for voluntary redundancies.

**County Councillor Angie Scott**

I have been supporting residents by reporting various issues from overgrown hedgerows to potholes also blocked drains.

I have met with Head from Prudhoe West Academy and NCC Officers to look at safety measures on the West Rd.

I have contacted NCC regarding dropped kerbs along the West Rd – Residents are unable to get to Prudhoe in a wheelchair or on a mobility scooter without having to travel on the road.

I have met with Fiona from Community Rail Partnership Officer who has some concerns about various issues at the station car park all have been reported.

I was glad to see that our MP has awarded the volunteers a Community Champions Award which recognises all the hard work of the dedicated volunteers. Guy Opperman offered to investigate some funding sources for the group and will try to get organisations such as schools and youth groups interested in the work.

I am still to organise a meeting with Audrey Kingham Head of Children's services to talk about concerns around SEND provision in the West of Northumberland.

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I've contacted NCC for an update on the Drill Hall.

Reports from Cranbrook Drive residents are ongoing regarding the building site. This matter has been discussed by NCC Directors - please be assured that this matter is being taken with the utmost seriousness and NCC will provide me with next steps once in a position to do so.

**County Councillor Gordon Stewart**  
**Waterworld Playpark -**

Repairs have been completed with the exception of one swing and matting, I have asked for the surplus posts to be removed.

**Borderlands deal -**

Progressing

See dedicated webpage-

<https://www.northumberland.gov.uk/Economy-Regeneration/Programmes/Borderlands-Place-Programme/Prudhoe-Borderlands.aspx>

**Land south of Broomhouse lane - Planning applications-**

- Housing - No further information
- Extra care centre- This is still in a pre app stage.  
I believe this will be submitted.

**The Haven**

Work is now well underway.

**Humbles Wood play area-**

I may have an update later this week.

**Crimes of note (Public interest)**

Prudhoe continues to have low levels of crime, ASB and other incidents. I am in regular contact with the Police and other services.

**HM The Queen's.**

Beacon at Eastwoods park. Thanks to FOEP.

Low level events took place.

**Summer events**

Many have taken place around the town.

**Litter issues.**

'Love where you live' idea is very well received, and will take place on the first weekend of most months. Low levels of litter in the vast majority of my ward.

Prudhoe Ground Force Volunteers continue to do a great job.

**Ukraine refugees.**

No incidents of note, all going well locally.

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**Speed monitoring**

Problems have been identified in the Stoneyflat bank area & near the Falcon PH.

Highways Improvement & Police aware and I await information about what action they intend to take.

Other areas recently monitored did not show any major concern.

**Traffic concerns in Tyneview Tce area.**

I have asked NCC to write to residents so we can get a better understanding of any issues.

**The Community hub** is now well established and events are being well received.

Including this weekend - Prudhoe goes green.

NCC Broadband & NCC EV Charger advice will be available.

**Car parking at Maidens Walk Hexham -**

The number of complaints has reduced lately.

**West Wylam drive.**

Drains improved & new road surface.

**Cockshott Dene**

Surface improved.

**Eastwood park walking 'track'.**

Update coming soon.

**EV charging point Waterworld**

I have chased this up with NCC & NHS, and hope the legal work is now progressing.

I have asked for an additional charger in the Eastwoods Park CP.

**Grass Cutting by Karbon homes**

Still issues being reported, working with Karbon.

**Gentoo -**

I am in very regular contact with Gentoo dealing with residents queries and other matters relevant to the site.

**OM2223/058 Financial Update**

To receive reports and raise any questions

***a) Schedule of Accounts Paid/To be Paid***

It was **AGREED** to endorse those accounts paid via delegated authority, and approve those accounts to be paid, since 28<sup>th</sup> July 2022.

***b) Bank Reconciliation***

It was **AGREED** to receive bank reconciliation 9<sup>th</sup> July – 9<sup>th</sup> August 2022.

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**It was AGREED** to receive bank reconciliation 10<sup>th</sup> – 9<sup>th</sup> September 2022.

**OM2223/059 Finance Committee**

**It was AGREED** to appoint the following members of the Finance Committee for the coming year:

1. Cllr Chris Cuthbert
2. Cllr Gerry Price
3. Cllr Dot Dickinson
4. Cllr Chris Barrett
5. Cllr Jonathan Wheeler

**OM2223/060 Climate Change**

**It was AGREED** the Climate Change group to work in partnership with Prudhoe Community Partnership to address town's intentions of moving towards carbon neutral will be:

1. Cllr Chris Barrett
2. Cllr Duncan Couchman
3. Cllr Gerry Price
4. Cllr Carol Stephenson
5. Cllr Jonathan Wheeler

**OM2223/061 Correspondence**

- a) Mickley Football Pitches – concerns from a resident, litter left after match 28/08/2022. **It was AGREED** to receive the email. It was noted that the NCC Countryside and Open Spaces Officer who manage the pitches has been advised.
- b) Northern Powergrid Resilience Funding – email circulated 30/08/2022. **It was AGREED** to receive the email. No questions were raised.
- c) Age UK Volunteer Opportunities – to consider a request to add a link on PTC's website – **It was AGREED** a link will be added to PTC's website and Facebook page.
- d) Auto Trader - created this up-to-date and interactive map of all public charging points across the UK in 2022 - to consider a request to add a link on PTC's website. **It was AGREED** to receive the email.

**AGENDA – PLANNING, CONTRACT AND WORKS MEETING OF PRUDHOE TOWN COUNCIL**

**PCW2223/079 Draft Minutes of the Planning, Contract and Works Committee held on 11<sup>th</sup> August 2022.**

**It was AGREED** to receive the minutes as a true record.

**PCW2228/080 Planning Matters**

**a) *Planning Applications requiring a response***

**It was AGREED** to receive and agree a respond to the following Planning Applications, received since 11<sup>th</sup> August 2022 (*click on the link to open the application on the NCC Planning Portal*):

**[22/03137/FUL Land East Of Tulip Street Tulip Street Prudhoe Northumberland NE42 6JF](#)**

Construction of 3 no. detached courtyard houses

**It was AGREED** to **OBJECT** to the application on the grounds of access and car parking.

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*The following was received after agenda was circulated (27 September 2022):*

**[22/03100/VARYCO Land South Of North Row North Row Prudhoe Northumberland](#)**

Variation of conditions 5 (approved plans and documents) and 28 (replacement factory car parking) on approved application 15/03750/OUT in order to amend the details of the proposed replacement car parking and timescales for its provision (amended description.)

**It was AGREED** Prudhoe Town Council to offer **NO COMMENT** on the application.

***b) Northumberland County Council (NCC) Planning Decisions and Notifications***

**It was AGREED** to receive the NCC Planning Decisions and any other notifications, received since 11<sup>th</sup> August 2022, (click on each link to open the application decision on the NCC Planning Portal):

**[22/02211/FUL 4 Beechwood Drive Prudhoe Northumberland NE42 5PN](#)**

Propose a single storey rear extension and first storey side extension

**Northumberland County Council GRANTED permission.**

**[22/00013/FUL 8 Broomhouse Road West Wylam NE42 5EH](#)**

Demolish the existing front elevation canopy, re-direct the existing drainage. Construct a single storey brick built garage to the existing side elevation, pitch tile roof to match the existing roof. Construct a single storey brick built extension to the existing front elevation, pitch roof to match the existing roof.

**Northumberland County Council GRANTED permission.**

**[22/01636/FUL Hareshaw House Woodburn Terrace Prudhoe Northumberland NE42 6JX](#)**

Single storey rear extension

**Northumberland County Council GRANTED permission.**

**[22/01364/FUL Grange Court Prudhoe Northumberland NE42 5LX](#)**

Proposed single storey rear extension.

**Northumberland County Council GRANTED permission.**

**[22/00536/FUL SCA Hygiene Ltd Unifibres Princess Way Prudhoe Northumberland NE42 6HN](#)**

Construction of new building and associated chemical storage, relocation of existing workshop, formation of new access road and demolition of existing buildings

**Northumberland County Council GRANTED permission.**

**[22/01650/FUL Mickley Mount Pleasant Methodist Church Mount Pleasant West Mickley Stocksfield Northumberland NE43 7LP](#)**

Change of use of former Methodist chapel into dwelling house, demolition of existing extension and construction of new extension to provide new garage and bedroom.

**Northumberland County Council GRANTED permission.**

**[22/00579/FUL Land To East Of Edgewell House Farm House Edgewell House Road Prudhoe Northumberland NE42 5PD](#)**

Conversion of existing barn to 1 dwelling

**Application is due to be heard at the Local Area Council - Tynedale (Planning Only) Hexham House, Gilesgate, Hexham, Northumberland, NE46 3NP at 4pm on 11 October 2022.**

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**PCW2223/081 Clerk's report**

It was **AGREED** to receive the following Clerk's report:

**Waterworld Play Area**

Neil Dawson, Senior Countryside and Green Spaces Officer has been notified of the Council's decision not to progress with the transfer of Waterworld Play Area. Cameron Caris, at Caris Robson Solicitors has also been notified and requested to advise Northumberland County Council Legal Department.

**Silent Soldiers**

Three silent soldiers 'Lest We Forget' have been ordered and received; one to replace damaged soldier at Tyneview Retail Park. One to be placed in each of the cemeteries. Installation date to be confirmed.

**Hanging Baskets**

Hanging baskets, liners and brackets have been ordered and received; distribution to be made via ward Councillors.

**Nest Swing and Wetpour**

Team Sport & Play onsite on Friday 9 September 2022, installing Nest Swing and wetpour, Clerk met team onsite.

**Bus Shelter**

**Opposite Cottier Grange**

Small amount of soot damage on mural on bus shelter opposite Cottier Grange, due to a small fire.

**Road Ends**

Replacement bus shelter at Road Ends installed Wednesday 14 September 2022. NCC to complete repair to pavement.

**Allotment Inspections – Sunday 28 August 2022**

Clerk attended Castledene Allotments along with members of the inspection team. It was extremely beneficial to accompany them whilst the inspections were carried out. Majority of allotments are well looked after; however some plots had clearly not been tendered to. Outcome of inspections sent out to allotment holders.

**Stonyflat Water Meter**

Everflow have been contacted as issue with access to meter at Stonyflat Allotments, they will raise this concern with Northumbria Water on our behalf.

**Planters/Beds**

Hollybush will be emptying these from next week in readiness for October planting.

**Toilet Tender Contract**

This has been advertised on website and Facebook, closing date 30<sup>th</sup> September 2022.

It was **AGREED** the closing date for tenders be extended to 14<sup>th</sup> October 2022.

**PCW2223/082 Highfield Skatepark**

***Update on progress***

The Clerk gave the following verbal report on the Highfield Skatepark redevelopment:

Canvas aiming to finish 7<sup>th</sup> October 2022; however they will update as work progresses in the coming week. They have confirmed that there will be a twelve-month defects period in which they will return and carry out any remedial works if needed, the project is covered by a twenty-five structural warranty; this does not include wear and tear.

**PCW2223/083 Christmas Plus**

**It was AGREED** to receive the 2022 full anchor point/load testing report and certificates from Christmas Plus.

**PCW2223/084 Christmas Lights**

**It was AGREED** the Christmas Light switch will be Friday 25<sup>th</sup> November 2022, and the Clerk should plan and facilitate the event in keeping with previous years.

**PCW2223/085 Memorial for Queen Elizabeth II**

**It was AGREED** to contact Northumberland Estates requesting permission to rename Highfield Park to Queen Elizabeth II Park.

**PCW2223/086 Correspondence**

**It was AGREED** to receive the following correspondence:

- a) Bin request – request from a resident for a dog waste bin at the entrance of Humbles Wood Estate. **It was AGREED** to look at installing a bin on the main road/entrance of the Estate (near to Ferndene.)
- b) Lighting at Highfield Skatepark – request from a resident if lighting is to be installed. **It was AGREED** to receive the request. It was noted that lighting is already installed overlooking the BMX track.
- c) Footpaths/right of way – request from resident regarding signage at Durham Riding. **It was AGREED** to receive the request. It was noted the resident has been signposted to NCC.
- d) Relocation of bin – request from resident relocate bin currently outside of 45 Front Street. **It was AGREED** to relocate the bin.
- e) Mickley resident request – bus shelter at Bearl View be considered for artwork. **It was AGREED** this will be added to future graffiti installations.

End of Meeting.