

## Minutes of the ORDINARY MEETING

held at The Spetchells Centre, Front Street, at 7:00pm on Thursday 27<sup>th</sup> October 2022

### Present

Cllr Bryan Futers, Cllr Tracy Gilmore, Cllr Chris Cuthbert, Cllr Angie Scott, Cllr Dot Dickinson, Cllr Gerry Price, Cllr Carol Stephenson, Cllr Jane Johnson, Cllr Duncan Couchman, Cllr Chris Barrett and Cllr Jonathan Wheeler.

Shirley Ann Gaut (Clerk/RFO)

### OM2223/062 Welcome by Chair

Meeting opened by Chair Cllr Bryan Futers.

### OM2223/063 Apologies for Absence

Cllr Carol Stephenson, Cllr Kiran Bell, Cllr Ignasious Varghese and Cllr Robert Blackburn, County Councillor Anne Dale (Mickley) and County Councillor Gordon Stewart (Prudhoe South.)

### OM2223/064 Declarations of Interest

Cllr Angie Scott, as a Member of the NCC Tynedale Local Area Committee (Planning), declared a non-pecuniary interest in planning application 20/00230/FUL Land South Of Broom House Lane Station Road Prudhoe Northumberland, and took no part in consideration of any of the application.

### OM2223/065 Dispensations

None received.

### OM2223/066 Public Participation

No items of public participation had been received.

### OM2223/067 West Northumberland Food Bank

Cllr Bryan Futers welcomed Jonathan Hill and Sam Gilchrist from West Northumberland Food Bank. Sam thanked the Council for the invitation and proceeded to give an overview of the past ten years, and priorities for Year 10; including provision to Prudhoe residents particularly over the past year.

West Northumberland Food Bank began in 2012, in 2013 thirty-three distribution centres were in place across Northumberland. Based initially at Prudhoe Methodist Church they then moved in 2017 into the Spetchells Centre, supplying food parcels to individuals/families at least twice per week, before moving to Burn Lane, Hexham.

In Prudhoe over the past year (2022-2023) the service has:-

- Supported 132 households (61 new) (88 in West Wylam) (27 with children under 5 years)
- Doorstep Deliveries 1445
- Food Parcels 2315
- Cash value approx. £29,439
- Helped to feed 293 people
- 189 Adults 104 Children
- Families 46
- Single adults 55
- Adult households 31

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Not only do they support residents with food parcels but also have a helpline with twenty-five trained volunteers, offering advice and signposting; accessed Monday – Friday 10am – 2pm, to date this service:-

- Receives 100+ calls a week
- 55% are new callers
- Helped 570 households
- 795 adults 447 children
- £15,660 in Shopping Vouchers, Energy Vouchers and Hardship Grants.

They also rely upon Community Support which includes:-

- 1000 collections a year
- 20+ donation points
- 30+ local business and organisations providing regular support
- £66,700 worth stock donated
- 65 volunteers on rota
- 491 local people making cash donations
- 200 local people buying Christmas Angels

There has been a significant rise in accessing the service due to the current cost of living crisis. West Northumberland Food Bank have identified the following Year 10 priorities:-

Delivery Service

- 20% increase in demand
- 680 households
- Over 6,000 doorstep deliveries
- 30,000 miles
- 3 day order and dispatch
- £12,000 on Fresh Food

Digital Plan

Helpline

Volunteer training

- 4500 calls
- 200 households accessing other services
- 50 households accessing community based support
- £21,000 Hardship Fund
- 150 households £50 Cost of Living support- Dec and March
- 20 households on Voucher Scheme

Cllr Gerry Price asked if they received other funding in addition to community support, the service have received funding from the local authority Household Support Fund, as well as grants from trusts.

Cllr Dot Dickinson asked how the service recruits volunteers, this is via website and Facebook social media platforms.

Cllr Chris Cuthbert thanked Sam for the presentation and asked how long on average do people access the service. Prior to the cost of living crisis they would typically see access be three to six months particularly if in debt or a life changing situation, some 'dip in and dip out'. Cllr Cuthbert also asked how many vans the service have, they have two vans which are out every day with capacity of thirty-five parcels per run.

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Cllr Angie Scott thanked Sam for the support given locally over the past years.

Cllr Bryan Futers thanked Sam and Jonathan for the informative presentation.

**It was AGREED** that Prudhoe Town Council would share West Food Northumberland Food Bank on both website and Facebook social media platforms.

**OM2223/068 Draft Minutes of the Ordinary Meeting held on 29 September 2022.**

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

**OM2223/069 Reports**

**a) Chair's Report**

Cllr Bryan Futers gave the following verbal report:

Miners Race

Attended the race on Sunday 16 October 2022, started both junior and adult races and handed out prizes to the winners; it was well supported by the people of West Wylam. There were a few incidents relating to marshals being verbally abused, I saw this first hand near to the golf course. Agreed to arrange a meeting following this years' race, and in preparation for next year, with the race organisers Prudhoe Plodders and Prudhoe Town Council representatives.

**b) Clerk's Report**

The clerk gave the following report:

Anchor Point at McGee's

The brick on which the anchor point is placed needs to be reset/repointed, I am still chasing the Coop regarding this.

Miners Race

The race took place on Sunday 16 October 2022, Cllr Bryan Futers started both races and awarded the winners at the end of the race. 135 adults took part as well as 50 in the junior race. All runners took home a goody bag with a plethora of goodies and treats. The atmosphere was great with runners from local running groups Stocksfield Striders, Castle Tri, Tynedale Harriers and of course our very own Prudhoe Plodders were out in force – lots of flashes of yellow ran past me as I marshalled one of the road closures. The male adult winner represented Bristol & West, other groups included Blyth, Durham, Sunderland, Heaton Harriers, Derwent Valley Running Club to name but a few, there was even a runner from Dumfries.

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 now completed the review of the Annual Governance & Accountability Return (AGAR) (correspondence received 25/10/2022.)

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

The Notice of conclusion of audit, along with the AGAR (sections 1, 2 & 3) has been updated on Prudhoe Town Council website.

The external auditor report given in Section 3 of the Annual Governance & Accountability Return requires amendments as follows:

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

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Other matters not affecting our opinion which we draw to the attention of the authority:

We note that the smaller authority did not comply with Regulation 15 of the Accounts and Audit Regulations 2015 as it failed to make proper provision during the year 2022/23 for the exercise of public rights, since period for the exercise of public rights did not include the first 10 working days of July. As a result, the smaller authority must answer 'No' to Assertion 4 of the Annual Governance Statement for 2022/23 and ensure that it makes proper provision for the exercise of public rights during 2023/24.

Mitry-Mory

An invitation was received inviting representative from Prudhoe Town Council to attend their annual Christmas Market, Councillor Jane Johnson we be representing the council on 2 December.

Remembrance and Royal British Legion National Poppy Launch

Today 27 October, is the Royal British Legion's National Poppy Launch. On Friday 28 October, Cllr Bryan Futers and I will represent the council at 'The Glade' for the launch of the Royal British Legion Prudhoe Branch poppy appeal. On Friday 11 November, the actual day of Armistice, there will a commemoration and 2 minutes silence at the Royal British Legion Memorial plaque on 'The Glade'. Remembrance Day Parade and Service will take place on Sunday 13 November.

**c) County Cllrs Reports**

The following written reports were received:

**County Cllr Angie Scott (Prudhoe North)**

Drill Hall – No update

Tyne Riverside Café – The Café is thriving lots going on every Tuesday 1-3:30. (Oasis Renew wellbeing) This project is going well.

Christmas themed workshop will be held free to residents tomorrow 28/10/22 at Tyne riverside café funded by Karbon Homes ran by Prudhoe upcycling project.

I understand a meeting was held with councillors and officers at the riverside this week – I have asked for information on this meeting as I was not invited.

West Rd Parking – I've asked for advice from NCC on this issue and suggested a feasibility study should be carried out.

Dropped Kerbs have been placed in some areas of Prudhoe North, I'm currently waiting of a response from NCC about more dropped kerbs to placed as more are needed for residents to access local facilities.

More and more residents are contacting me for support in regard to the cost of living crisis – I have directed residents to various local organisations for help and support.

**County Cllr Anne Dale (Mickley)**

I have not had any issues raised by the Town Council since the last meeting. I have been contacted by residents about issues pertaining to the County Council which I am taking forward on their behalf.

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Residents have raised their concerns about the cancellation/non appearance of the No 10 bus service through Stocksfield and Mickley. The County Council has been in contact with the operators and they have issues with staff recruitment for drivers. I am addressing the issue with the company about how they are communicating to the public which bus services have been withdrawn.

### **County Cllr Gordon Stewart (Prudhoe South)**

#### 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 - Application has now been submitted.
- Extra care centre- This is still in a pre app stage.

I believe this will be submitted.

#### The Haven

Work is now well underway.

#### Gentoo -

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

#### Humbles Wood play area-

Gentoo & NCC Planning - Legal teams are in discussions

#### Humbles wood Estate - Adoption

There has been some progression, but no firm information to share.

#### Broadband issues

I am in discussion with iNorthumberland re improving the service in the town.

#### Ukraine refugees

No incidents of note, all going well locally.

#### 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

#### Traffic concerns in Tyneview Tce area

NCC has written to residents in the area, so we can get a better understanding of any issues, the information is being collated.

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

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Eastwood Park walking 'track'

A decision is being made at the time I write this report.

EV charging point Waterworld

The long delays due to legal issues appears to have been resolved.

Gully cleaner

Major investment has been made into new machines, and the gullies have been cleaned recently, parked vehicles are a bigger problem than ever before, presumably due to people working from home.

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

ASB

Many reports are being made about M Bikes/ Quads/ Electric scooters. - The Police are aware.

Dropped kerbs-

I am keen to increase the number of dropped kerbs around my ward, several have already been installed.

Woodland Trust

Great news that the WT have taken over land in the town, I am in regular contact with them. A consultation event took place recently.

New businesses

PTC will be aware of several new businesses opening (or about to) along front street, this is welcomed.

Volunteers

We have some amazing volunteers in the town, and I would like to praise them all.

Cost of living

PTC is encouraged to signpost residents to support available

<https://www.northumberland.gov.uk/Home.aspx>

I am in regular contact with partners / professionals / residents re this issue.

In addition supporting those seeking employment. Incl working with professionals and businesses.

**OM2223/070 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 29<sup>th</sup> September 2022 (enc)<sup>ii</sup>

**b) Bank Reconciliation**

**It was AGREED** to receive Bank Reconciliation from 10 September - 7 October 2022 (enc)<sup>iii</sup>

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### OM2223/071 Correspondence: -

- a) Email from Iain Hedley, Community Regeneration Officer Economic Growth & Regeneration Team, Northumberland County Council, regarding Town, Parish, and Council Conference 2023 – *circulated to Councillors 17/10/22* It was **AGREED** to receive the email.
- b) Miners Lamp Community Café and Hub – Cost of Living Crisis – It was **AGREED** to invite Russ Greig to the next Ordinary Meeting.
- b) Safety Signs at Riverside, Low Prudhoe. It was **AGREED** to receive the information.

### OM2223/072 Planning Matters

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

To receive and agree a response to the following Planning Application, as deferred from Planning, Contract and Works Meeting held 13<sup>th</sup> October 2022 (*click on the link to open the application on the NCC Planning Portal*):

#### 20/00230/FUL Land South Of Broom House Lane Station Road Prudhoe Northumberland

Full planning permission for 64 no. dwellings with associated infrastructure and landscaping (as amended)

It was **AGREED to OBJECT** to the application for the following reason; Parking, Highway Safety and Traffic Issues (Access from Tilley Crescent to the proposed development.) This new planning application has access from Tilley Crescent for 64 dwellings which could result in additional vehicles using Castlefields Drive and through a narrow road to Tilley Crescent. This is an unacceptable increase in traffic through this cul-de-sac, resulting in parking, highway safety and traffic issues.

### OM2223/074 Highfield Skatepark

The following verbal report was received:-

The RoSPA inspection is scheduled for Tuesday 8 November, both the Chair and Clerk will attend along with Darcy Wright, Design Engineer, Canvas. The handover from Canvas will take place once the build has been signed off. Canvas have advised one final concrete pour onsite followed by a top protective coating.

### OM2223/075 Exclusion of Press and Public

The Town Council is invited to consider passing the following resolution:

It was **AGREED** to invoke Standing Order (2d) to exclude the press and public for the remainder of the meeting, in view of the confidential nature of the business transacted, permitted under Schedule 12A of the Local Government Act 1972.

### OM2223/075 Road End (South Road) Toilets - Cleaning Contract

It was **AGREED** to offer the tender to Car Fresh Valeting.

End of Meeting.