



The Spetchells Centre
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Town Mayor/Chair: Councillor Tracy Gilmore
Clerk to the Council: Sarah Eden

10th January 2019

Dear Sir/Madam

The **Planning, Contract and Works Committee Meeting of Prudhoe Town Council** will be held in Meeting Room 1, the Spetchells Centre, Front Street, Prudhoe, at 7:00 pm on Wednesday 16th January 2019, and you are requested to attend.

Please find as a 'footnote' the items you should expect to be enclosed in this pack. If you find that any items are missing from the pack please contact me.

If there is anything on the agenda that you would like further information on, or that you are unclear of, please do not hesitate to contact the office.

Please be reminded that this committee now includes all councillors.

Yours faithfully

Sarah Eden
Town Clerk

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **Draft Minutes of the Combined Meeting, including the Ordinary Meeting and the Planning, Contract and Works Committee, held on 12th December 2018** (enc)ⁱ to agree as a true record
4. **Planning Matters**
 - a) to consider planning applications, including any pre-applications, received since the last meeting (enc)ⁱⁱ and to be tabled) and agree response to NCC Planning
 - b) to receive recent planning decisions (enc and to be tabled)ⁱⁱⁱ
5. **Resident letter received following Town Council's decision to object to planning application for Retail Development at Low Prudhoe** to receive letter and agree a response to the resident (enc)^{iv}
6. **Funding for Detached Youth Service via Prudhoe Youth Initiative (PYI)** to receive PYI proposal for commissioning a detached youth service for 12 months from April 2019, and agree to reaffirm funding for this scheme from the 2018-19 budget (£8,000) and agree in principle to further funding from the 2019-20 budget, as necessary, subject to the proposals received (to follow)

- 7. Television License Refund Scheme (TVLS)** to receive the Clerk's report on recent issues arising with the administration of the scheme and the implications of this, and agree any action to be taken (enc)^v
- 8. Prudhoe East Centre – Community Asset Transfer**
- a) to receive response to questions posed by Prudhoe Town Council to Northumberland County Council Strategic Estates in relation to the community asset transfer of Prudhoe East Centre (enc)^{vi}
 - b) to receive updated Financial and Management Risk Assessment in relation to the community asset transfer of Prudhoe East Centre (previously received at the July Ordinary Meeting) (enc)^{vii}
 - c) to agree to proceed with a site meeting of Prudhoe East, and agree those who should be in attendance
 - d) to agree to instruct an independent chartered building surveyor to survey the East Centre site
 - e) to agree to issue the terms of reference for a Consultant to undertake a Feasibility Study for the future use of Prudhoe East Centre site (previously agreed minute ref: 1819/143)
- 9. Town Council Website** to receive a draft 'Expression of Interest' invitation and agree to publicise this on the town council website and social media in order to select those companies to be invited to tender to design and build a new and improved website (enc)^{viii}
- 10. Castle Dene Allotments** to receive correspondence from Northumberland Estates regarding an increase in rent for Castle Dene Allotments from £150 per annum to £300 per annum from March 2020 (enc)^{ix}

*To approve a motion, that in view of the confidential nature of the business to be transacted, the press and public be excluded for consideration of **the following item**, in accordance with Section 68 of the Council's Standing Orders: -*

- 11. Public Seat** to agree to relocate a public seat in the town

Enclosures

- i Draft Minutes of the Combined Ordinary Meeting and the PCW's Committee, 12th December 2018
- ii Planning Applications Received
- iii Planning Decisions Received
- iv Resident Letter
- v Clerk's report on the implications of recent changes effecting the operation of the TVLS Refund scheme
- vi Response to questions from NCC Strategic Estates
- vii Financial and Management Risk Assessment for Community Asset Transfer of Prudhoe East Centre
- viii Expression of Interest – Town Council website
- ix Letter from Northumberland Estates, Castle Dene Allotments