

## **PRESENT**

Cllr Tracy Gilmore (Chair), Cllr Gerry Price, Cllr Andy Gill, Cllr Chris Cuthbert, Cllr Russ Greig, Cllr Angie Scott, Cllr Bryan Futers, Cllr Carol Stephenson, Cllr Ignasious Varghase, Cllr Chris Barret, Cllr Jennifer McGee, Cllr Duncan Couchman, Cllr Glenn Simpson, Cllr Brenda Grey

Also Present the Town Clerk & the Administrative Officer

County Councillors Ken Stow and Gordon Stewart

One Member of the Public.

## **OM 19/20 01 Election of Chair of Prudhoe Town Council**

Following the nomination of Cllr Tracy Gilmore for Chair of Prudhoe Town Council **IT was AGREED** that in accordance with the provisions of section 15(2) of the Local Government Act 1972 that Cllr Tracy Gilmore be elected as Chair of Prudhoe Town Council.

**PROPOSED Cllr Bryan Futers**

**SECONDED Cllr Andy Gill**

## **OM19/20 02 Signature of Acceptance of Office**

**IT was AGREED and noted** that Cllr Tracy Gilmore duly signed and delivered to the Clerk the appropriate form confirming her declaration of acceptance of office in accordance with the requirements of the Local Elections (Declaration of Acceptance of Office) Order 2012/1465, Schedule 1.

## **OM19/20 03 Apologies for Absence**

None received.

## **OM19/20/04 Declarations of Interest**

None received

## **OM19/20 04 Election of Vice Chair of Prudhoe Town Council**

Following the receipt of two nominations for the position of Vice Chair of Prudhoe Town Council namely: -

Cllr Chris Cuthbert **PROPOSED** Cllr Tracy Gilmore **SECONDED** Gerry Price and

Cllr Duncan Couchman **PROPOSED** Cllr Jennifer McGee **SECONDED** by Cllr Angie Scott

The matter was put to the vote and as there was an equality of votes cast for each of the Councillors duly nominated the Chairman exercised her statutory casting vote in favour of Cllr Chris Cuthbert.

**It was AGREED and noted** that Cllr Chris Cuthbert was elected as Vice Chair of Prudhoe Town Council.

**OM19/20 URGENT ITEM** – The Chair agreed to exercise their statutory discretion to consider an item not detailed on the previously circulated agenda for reasons of urgency and in order to expedite Council Business, in accordance with legal requirements as a result of a vacancy that had arisen by virtue of the operation of statute.

The Clerk advised that in accordance with the provisions of s85(1) of The Local Government Act 1972 Cllr Cassie Taylor of the Prudhoe Castle and Eltringham Ward had ceased to be a Member of the Council.

**It was AGREED** that in accordance with s86 of the Local Government Act 1972 the Council shall forthwith declare the office of the former mentioned Councillor of the Prudhoe Castle and Eltringham ward to be vacant.

#### **OM19/20 05 Code of Conduct**

Following consideration of the previously circulated Code of Conduct for Prudhoe Town Council (previously adopted in May 2018) **It was AGREED** to adopt the Prudhoe Town Council Code of Conduct.

#### **OM19/20 06 Standing Orders**

Following Consideration of the previously circulated Standing Orders of Prudhoe Town Council **It was AGREED** to adopt the Standing Orders as circulated with the Agenda but that a small working group of Councillors comprising of Councillors Price, Cuthbert, Barrett and McGee meet to review the Standing Orders, and that the Working Group will bring back their recommendations back to the Council for consideration in due course.

#### **OM19/20 07 Review of Declarations of Interest**

**It was AGREED** that all Councillors would review their current declaration of interest forms and that if changes are required then Councillors will ensure that an updated form is submitted to the Clerk for onward transmission to NCC Democratic Services.

#### **OM19/20 08 Responsible Finance Officer**

**It was AGREED** that pursuant to s151 of the Local Government Act 1972 that Prudhoe Town Council appoint Sarah Eden as their Responsible Financial Officer (RFO) for 2019/20.

#### **OM19/20 09 Financial Regulations**

Following consideration of the previously circulated amended Financial Regulations.

**It was AGREED** to adopt the amended Financial Regulations.

#### **OM19/20 10 Insurance Arrangements**

##### **a) Register of Town Council Assets**

Subject to the removal of the Mickley defibrillator from the list of assets **It was AGREED** to receive and note the updated asset Register of Prudhoe Town Council.

**b) Insurance Schedule**

**It was AGREED to** receive and note the revised insurance schedule of Prudhoe Town Council

**OM19/20 11 Committees of the Council**

**a) Planning Contract and Works Committee**

**It was AGREED to** approve the previously circulated terms of reference of the Planning, Contract and Works Committee.

**b) Human Resources Committee**

**It was AGREED to** approve the previously circulated terms of reference of the Human Resources Committee and confirm that the Committee shall comprise of the following named Members: -

Cllrs Russ Greig; Brenda Grey; Andy Gill; Jennifer McGee; Gerry Price; Tracy Gilmore (Ex Officio) and Chris Cuthbert (Ex Officio).

**c) Cemetery Committee**

**It was AGREED to** approve the previously circulated terms of reference of the Cemetery Committee and confirm that the Committee shall comprise of the following named Members: -

Cllrs Andy Gill; Jennifer McGee; Bryan Futers; Duncan Couchman; Glenn Simpson and Angie Scott.

**OM19/20 12 Representatives on Outside Bodies**

Following consideration of the previously circulated list of outside bodies **it was AGREED** that the following list of Members on outside Bodies be approved

<b>OUTSIDE BODY</b>	<b>PTC REPRESENTATIVE(S)</b>
Prudhoe Town Twinning Association	Cllrs Tracy Gilmore & Chris Barrett
Prudhoe Community Partnership	Cllr Brenda Grey
Northumberland Association of Local Councils County Committee	Cllr Christine Cuthbert
East Tynedale Local Council's Forum	Cllr Christine Cuthbert
Essity Community Consultation Forum	Cllr Bryan Futers
Prudhoe Pathforce	Cllrs Duncan Couchman & Carol Stephenson
NCC Town and Parish Council Liaison Working Group	Cllr Christine Cuthbert

Tyne Valley Community Rail Partnership	Cllrs Gerry Price & Cllr Bryan Futers
Prudhoe Youth Project (PCP)	Cllr Brenda Grey & Cllr Gerry Price
Front Street (PCP)	Cllr Jennifer McGee & Cllr Tracy Gilmore
PTC Young People's Forum (West Northumberland Youth Service)	<b>NO NOMINATIONS MADE</b>

**PCW 19/20 01 Election of Chair of The Planning Contract and Works Committee**

Following the receipt of two nominations for the position of Chair of the Planning Contract and Works Committee namely: -

**Cllr Carol Stephenson PROPOSED Cllr Jennifer McGee SECONDED by Cllr Duncan Couchman**

**Cllr Christine Cuthbert PROPOSED Cllr Russ Greig SECONDED by Cllr Bryan Futers**

The matter was put to the vote and as there was an equality of votes cast for each of the Councillors duly nominated the Chair, Cllr Jennifer McGee exercised her statutory casting vote in favour of herself.

**It was AGREED** and noted that Cllr Jennifer McGee was duly elected as Chair of the Planning Contract and Works Committee of Prudhoe Town Council.

**PCW 19/20 02 Election of the Vice- Chair of the Planning Contract and Works Committee**

Following the receipt of two nominations for the position of Vice Chair of the Planning Contract and Works Committee namely: -

**Cllr Jennifer McGee PROPOSED Cllr Duncan Couchman SECONDED by Cllr Glenn Simpson**

**Cllr Christine Cuthbert PROPOSED Cllr Russ Greig SECONDED by Cllr Bryan Futers.**

The matter was put to the vote and as there was an equality of votes cast for each of the Councillors duly nominated the Chairman Cllr Jennifer McGee exercised her statutory casting vote in favour of Councillor Duncan Couchman.

**It was AGREED** and noted that Cllr Duncan Couchman was duly elected as Vice Chair of the Planning Contract and Works Committee of Prudhoe Town Council.

### **PCW 19/20 03 Planning Matters**

#### **a) Applications received**

Members gave consideration to Planning application number **19/00996/FUL**

Proposed single storey rear extension at **4 Tennyson Court, Bewick Grange, Prudhoe** It was **AGREED** to support the application.

#### **b) Planning decisions**

It was **AGREED** to note that NCC had granted permission for the Forecourt replacement with new fuel tanks and canopy at **West Wylam Garage Front Street Prudhoe**.

### **PCW 19/20 04 Northumberland Day 2019**

It was **AGREED** to receive and note the communication from Northumberland County Council regarding Northumberland Day on 26<sup>th</sup> May 2019 and in so doing the Council remarked that longer notice of the event would have been appreciated and more conducive to the success of the event.

### **PCW 19/20 05 EXCLUSION OF THE PRESS AND PUBLIC**

It was **AGREED** 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.

### **PCW 19/20 06 Prudhoe Miners Race**

Following consideration of the recommendations of the Working Group set up to assess the proposals received from those parties who had expressed an interest in wishing to act as race director for the Prudhoe Miners race 2019 It was **AGREED** that Prudhoe Plodders should be appointed as race director for the Prudhoe Miners Race 2019.

AGREED