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

19th September 2019

Dear Sir/Madam

The Ordinary Meeting of Prudhoe Town Council, will be held in Meeting Room 1, the Spetchells Centre, Front Street, Prudhoe, **commencing at the earlier time of 6:30pm on Wednesday 25th September 2019**, and you are summoned to attend.

This is a public meeting.

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.

Yours faithfully

Sarah Eden
Town Clerk

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **The Planning Process: Rob Murfin – Northumberland County Council, Director of Planning, in attendance**
4. **DRAFT Minutes of the Ordinary Meeting (including an item for the PCW's Committee), held on 31st July 2019** to agree to receive these minutes as a true record (enc)ⁱ
5. **AGREED Minutes of the Planning Contract and Works (PCW's) Committee, held on 14th August 2019** to receive; *these minutes were received as a true record at the PCW's Committee on 11th September 2019* (enc)ⁱⁱ
6. **DRAFT Minutes of the Planning Contract and Works (PCW's) Committee, held on 11th September** to agree to receive only; *these minutes will be presented for agreement as a true record at the meeting of the PCW's Committee on 9th October 2019* (enc)ⁱⁱⁱ
7. **Clerk's Report** to receive the clerk's update on items actioned since the previous meeting (to be tabled)
8. **County Councillor Reports**
9. **Accounts**
 - a) Monthly Bank Reconciliations – to receive statements 10th July 2019 – 9th August (enc)^{iv}
 - b) Monthly Bank Reconciliations – to receive statements 10th August – 9th September (enc)^v

- c) Statement of Budget and Expenditure – to receive statement from 1st April 2019 – 18th September 2019 (enc)^{vi}
- d) Endorsement of accounts paid since last meeting, and authorisation of accounts to be paid (to be tabled)

10. New Model Standing Orders to receive new model standing orders, with recommended amendments and agree to adopt (enc)^{vii}

11. Local Transport Plan (LTP) 2020/21

- a) To receive a record of the highways and transport related requests currently contained on the Directory Database for Prudhoe (enc)^{viii}
- b) To receive feedback from County Councillors to the requests held in the Directory Database (enc)^{ix}
- c) To receive the criteria for inclusion in the LTP Programme, and agree the top three highways and transport priority issues to be forwarded for consideration (enc)^x

12. Review of Polling Stations to receive survey of polling stations applicable to voters within the parish boundary, and agree any response or representation to be submitted prior to 30th September 2019 (enc)^{xi}

13. Prudhoe Waterworld Play Area following the closure of this play area and subsequent pledge of £65,000 capital investment from Northumberland County Council, to receive an update (enc)^{xii} and:

- a) To agree, in principle, to take on the management responsibility of this play area, from April 2020, under a long-term lease agreement, and work with NCC Strategic Estates to this aim
- b) To agree to contribute towards a new and improved play area and to set aside an ‘agreed sum’ in the 2020/21 Budget to this aim
- c) To agree ‘in principle’ the level of contribution from the 2020/21 Budget, to allow budgeted schemes for a new play area to be requested as part of the procurement process

14. NALC County Committee to agree to recommend that the current constituencies of NALC be reviewed by the County Committee taking note in particular that those seats in the East Tyne Tynedale area are reconfigured to take account of the East Tynedale Community Forum (*placed on the agenda by Cllr Chris Cuthbert*)

15. The 6th Annual Town and Parish Council Conference, being held on Thursday 3rd October in the Council Chamber at County Hall to agree two delegates to attend on behalf of the Council (enc)^{xiii}

16. Prudhoe Town Football Club to receive a formal request for landlord’s permission for the Annual Fireworks Display, to be held on 2nd November 2019 at Prudhoe Town FC, and agree to issue a letter of approval (enc)^{xiv} (*all required health and safety documents have been provided*)

17. Halloween Window Dressing to receive a request from a Prudhoe business to publicise a ‘Halloween’ inspired window dressing initiative and to agree the response and any further action

18. Prudhoe Town Reports from outside bodies

- **Gateshead MBC; A695 Prudhoe Roundabout** to receive the most recent update from Gateshead MBC regarding the new A695 Prudhoe Roundabout (enc)^{xv}
- **East Tynedale Community Forum** to receive the minutes of meeting held on 18th July 2019 (enc)^{xvi}
- **Prudhoe Community Allotment** to receive minutes of meeting held on 20th August 2019 (enc)^{xvii}

19. Correspondence and Publications to receive items of formal correspondence received since the last meeting, including any tabled publications (to be tabled)

Enclosures

- i DRAFT Minutes of the Ordinary Meeting, held on 31st July 2019
- ii AGREED Minutes of the Planning, Contract and Works Meeting, held on 14th August 2019
- iii DRAFT Minutes of the Planning, Contract and Works Meeting, held on 11th September 2019
- iv Bank Reconciliations, 10th July 2019 – 9th August
- v Bank Reconciliations, 10th August – 9th September
- vi Statement of Budget & Expenditure 1st April 2019 – 19th September 2019
- vii New Model Standing Orders (as amended by PTC)
- viii Directory of Requests for Prudhoe and Mickley
- ix Feedback from County Cllrs to the requests held on the Directory Database
- x Criteria for LTP Schemes
- xi Survey of Polling Stations and Returning Officer proposals
- xii Update on Prudhoe Waterworld Play Area
- xiii Conference information
- xiv Letter from Prudhoe Town FC
- xv Gateshead MBC Briefing Note 17/09/2019
- xvi East Tynedale Community Forum – minutes of meeting, 18th July 2019
- xvii Prudhoe Community Allotment – minutes of meeting, 20th August 2019