



The Spetchells Centre
58 Front Street
Prudhoe
Northumberland
NE42 5AA

Telephone: (01661) 835487
Email: info@prudhoetowncouncil.gov.uk
Website: www.prudhoetowncouncil.gov.uk

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

5th September 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 7:00pm on Wednesday 11th September 2019**, and you are summoned 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.

Yours faithfully

Sarah Eden

Town Clerk

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **Draft Minutes of the Planning, Contract and Works Committee, held on 14th August 2019** (enc)ⁱ to agree as a true record
4. **Clerk's Report** to receive Clerk's report on updates since last meeting (to be tabled)
5. **Planning Matters** (enc)ⁱⁱ
 - a) to consider planning applications, including any pre-applications, received since the last meeting (and agree response to NCC Planning Comments)
 - b) to receive recent planning decisions
6. **Environmental Tenders** to receive documents relating to the environmental tenders for 2020-2023 and agree to post in line with Financial Regulations, including generic contract obligations (enc)ⁱⁱⁱ:
 - a) **Formal Floral Bedding, Planters and Hanging Baskets** – to agree advert (enc)^{iv}, invitation to tender (enc)^v and tender document to be completed by the supplier (enc)^{vi}
 - b) **Grass Cutting** - to agree advert (enc)^{vii}, invitation to tender (enc)^{viii} and tender document to be completed by the supplier (enc)^{ix}
 - c) **Landscaped Gateways and Roundabouts** – to agree invitation to tender (enc)^x and tender document to be completed by the supplier (enc)^{xi}
 - d) **Wildflower Displays** - to agree advert (enc)^{xii}, invitation to tender (enc)^{xiii} and tender document to be completed by the supplier (enc)^{xiv}

7. **Removal of BT Phone Boxes located at i) Edgewell Road (enc)^{xv}, ii) opposite Heron's Foodstore (enc)^{xvi}**, to agree a response to Northumberland County Council to the proposed removal of listed phone boxes
8. **Highfield Park Skate Park** to receive a letter from park user/enthusiast regarding improvements to Highfield Park Skate Park (enc)^{xvii} and agree to set up a working group of Cllrs and interested members of the public to create a plan for the future

Enclosures

- i Draft Minutes of PCW's Committee, 14th August 2019
- ii Planning Applications and Planning Decisions Received
- iii Environmental Tenders, Contract Obligations
- iv Formal Bedding, Planters & Hanging Baskets Advert
- v Formal Bedding, Planters & Hanging Baskets Invitation to Tender
- vi Formal Bedding, Planters & Hanging Baskets Tender Document
- vii Grass cutting and Landscaped Gateways and Roundabouts Advert
- viii Grass cutting Invitation to Tender
- ix Grass cutting Tender Document
- x Landscaped Gateways & Roundabouts Invitation to Tender
- xi Landscaped Gateways & Roundabouts Tender Document
- xii Wildflower Displays Advert
- xiii Wildflower Displays Invitation to Tender
- xiv Wildflower Displays Tender Document
- xv Edgewell Road BT Phone Box – proposal to remove
- xvi Opp. Heron's Foodstore BT Phone Box – proposal to remove
- xvii Resident Letter regarding Highfield Park improvements