

**Draft Minutes of the Planning Contract and Works Committee held in Room 1 of The Spetchells Centre on  
Wednesday 11<sup>th</sup> September 2019**

## **PRESENT**

Cllr. Duncan Couchman (Chair); Cllr. Andy Gill; Cllr. Bryan Futers; Cllr. Tracy Gilmore; Cllr. Martin Foster; Cllr. Chris Cuthbert; Cllr. Glenn Simpson; Cllr. Carol Stephenson and Cllr Gerry Price.

## **PCW 1920/49 Apologies for Absence**

Cllr. Jennifer McGee; Cllr. Brenda Grey; Cllr Ignasious Varghese; Cllr Chris Barrett

## **PCW 1920/50 Declarations of Interest**

None received

## **PCW 1920/51 Draft Minutes of the Planning Contract and Works Committee held on 14<sup>th</sup> August 2019**

**It was AGREED** that subject to the following enumerated amendments, that the previously circulated minutes be agreed as a true and correct record.

- i. That minute PCW 1920/035 (apologies for absence) be amended to show the correct spelling of Cllr Varghese's first name as Ignasious.
- ii. That minute PCW 1920/035 (apologies for absence) be amended to include Councillor Carol Stephenson.

## **PCW 1920/52 Clerks Report**

**It was AGREED** to receive and note the following report of the Town Clerk

### **Public Seats/Seats in Shelters**

In August the Council agreed to install a public seat outside of Priestclose Cottages bus shelter (travelling east) and seats within the shelters at Waterworld and Cottier Grange (travelling west); these have not been ordered yet as i) I was awaiting confirmation that the veteran's memorial seats could be made locally, otherwise they would be added to the order, ii) I am awaiting a response to confirm whether or not the bus shelter seats could be considered capital funding.

The veteran's memorial seats are being made locally but I am still waiting for a response from NCC about funding. I want to wait before placing the order to ensure the best value for money possible for the Council. Additionally, although the Council has agreed to purchase x2 seats for the shelters, a locally produced solution may have been found and I'd like to stall ordering and bring this idea to the Council for consideration.

### **Town Council Website**

The Council website is up and running and although we have not had any feedback, we are happy with it; it is much easier to upload papers to and easier to navigate for the public.

### **42 Days of Summer Funding**

Feedback has been requested from those groups and organisations who received funding via this scheme and will be added to a future agenda.

### **Prudhoe in Bloom (PIB) Presentation**

The Prudhoe in Bloom Awards Presentation will be held on Saturday in Prudhoe Parish Hall, opening at 9am with the presentation commencing at 11am. Pauline has managed the

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competition, judging and the awards presentation with support from Moira Wooldridge (photographer), James Dobson (Business & Community Judge), Janet Porter (Business & Community Judge), Vivienne and Nchimunya Readman (School & Church Judging) and Vivienne Bolton (Residential Judging). Prudhoe in Bloom represents a large proportion of the work of the office throughout the summer months so it would be good for Councillors to attend the presentation to see the result of this work.

### **Essity Prudhoe Miners Race 2019**

Entries for the race have reopened but will be capped at 475.

At latest update (7:30pm 10/09) entries were:

5 mile (16+) - 305    3 km (age 11 - 15) - 20    105km (age 6 – 10) - 86

The technical t-shirts are amazing and as well as these and the medals the goody bags look set to impress with freebies from sports nutritionists, Prudhoe Waterworld Gym/Swim 1-week pass, key-rings, vouchers and much more. There will also be free fruit on the day, a sports massage tent, refreshments provided by the Miners Lamp Café and a couple of stalls from local schools.

The only parking on-site will be that of the organisers. As well as the Falcon giving their car-park, entrants are being asked to park at Oakland's House or use the park and ride from Essity. Prudhoe Golf Club are using their top entrance.

Prudhoe Youth Club FC have ensured all matches are away and are allowing us to use the new pavilion for toilets, changing, storage and water. Karen Storey from Prudhoe Waterworld is doing a warm-up prior to the races.

With regards the full road closure of Eastwood Road and rolling road closure along the rest of the route, we will be writing out to those directly affected and Scouts and Plodders volunteers are delivering the letters. Please remember this will only be from 9am until 11am so disruption will be minimal.

With regards to the timings, they are as follows:

7:50-8:40am Park and Ride Shuttle Bus from Essity

8:50am            5-mile race warm-up

9:00am            5-mile race start

10:00am          5-mile placed winners' presentation (away from the finish line)

10:15am          3km race start

10:15-11:15am    Park and Ride Shuttle Bus from Eastwood Park

10:45am          1.5km race start

11:00am          Junior and Mini-Run presentation

### **Waterworld Play Area**

Geoff Cant from Prudhoe Waterworld is seeking ideas for the play area from 3 different suppliers, fitting with the brief of low maintenance/no wet pour, accessible and innovative. Once received these images will be used as part of a public consultation; schools coming into Waterworld for

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lessons will be invited to rate the equipment in order of preference, visitors will also be asked to do the same. The consultation will run for one-week, prior to the October half-term holidays.

As previously advised, we will place on the October Ordinary Meeting agenda, to agree to contribute towards the refurbishment of the play area at Waterworld (any agreed amount); by this time, we should have a ball-park figure from play providers for the schemes suggested. NCC has agreed to contribute £65k and County Cllr Gordon Stewart is going to seek to contribute £5k. As well as considering a capital investment in the play area the Town Council will also need to seek to agree to take over the maintenance of the play area, from April 2020; the capital investment from NCC is subject to this being agreed.

Subject to the above being agreed, NCC will then run a procurement exercise, based on the results of the consultation that will hopefully result in a new and improved play area that the young people and users want. It is expected that procurement would run throughout November and possibly into the beginning of December.

#### South Road Pelican Crossing

We have received a response from Glen Sanderson (NCC Cabinet Member, Environment and Local Services), dated 7th September:

*“The scheme is one of the 2019/20 LTP schemes. It is currently in the design stage and is reaching the end of that process. We expect the design will be completed in the next 3-4 weeks with all the necessary inputs from Regional Traffic Signals Group, street lighting, etc. It will then be passed to the delivery teams for programming into their works schedule. Once the delivery teams have it, we will be able to give further information on construction programme. Please come back to me if you have any queries or wish to have more information.*

*Glen”*

We have added a note to go back to Glen Sanderson in advance of the October Ordinary meeting (w/c 21/10), if we have not already been updated with the works schedule.

In addition to this update, we have placed an urgent item on the agenda to agree that the public seats at St. Matthew’s Hall are removed and stored, for replacement once the scheme is completed. The seats in situ are not in the best condition, being metal tubing and timber as opposed to cast iron and are also below the suggested height for accessibility. It is expected that they can be refurbished and raised; one to be returned in the middle and another to replace a memorial seat.

#### **Allotments - Prudhoe Gardeners Association (PGA)**

We expected to agree the Management Agreement in August, deferred to September but due to suggested changes to the linked policies (in appendices) this has been further delayed. There is an Allotment Liaison Meeting scheduled for Wednesday 16th October, that all members will be invited to and it is expected that the Management Agreement will be discussed and agreed in principle at this meeting, prior to being brought before the Council at the PCW’s meeting in November.

Following receipt of small schemes spending, I have calculated that the 2019/20 budget and rental income for allotments has been spent, however, there are a number of jobs outstanding for which quotations have been requested as per our financial regulations. In view of this, PGA have been

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requested to consider each job and its priority. If jobs are not considered a priority, they will be deferred to 2020/21, however, it may be that the Council is asked to consider moving money from the contingency budget, if a case is made that work is essential and a priority. This will also be brought to the November PCW's meeting.

### **The Kepwell**

Although it has been quiet on the Kepwell front, that is not to say that Prudhoe Pathforce has not been working behind the scenes.

Peter Barrett met Mr Jeremy Dearlove (NWL hydro-geologist) and Mr John Zurawlew (NWL Trade Effluent) for an on-site inspection of the Kepwell and sought advice on how best to transform the mostly derelict Kepwell into an attractive 'wet garden'. Mr Dearlove advised to proceed with caution in regards clearing vegetation and that a CCTV survey and surface marking of the pipework should be carried out to avoid damaging NWL's drainage system.

Prudhoe Pathforce plan to commence clearance work this autumn, to reduce the impact on bird habitat, and whilst deciduous trees are becoming dormant. They have requested prompt assistance from NWL to trace and identify drainage equipment and they are looking at taking advantage of NWL's 'just an hour' scheme to assist.

Additionally, Northern Power Grid have agreed to survey an on-site electrical box to see if a non-metered supply could provide low-level lighting following the refurbishment. Finally, Prudhoe Pathforce are going to contact Hollybush Nursery to seek advice on the best planting scheme, not seeking costs, just advice; they appreciate our Financial Regulations.

### **Town Twinning**

REMINDER – Town Twinning meeting at St. Matthew's Hall on Monday 16th September at 8:00pm.

### **Milton Grove Flooding**

As agreed by the Council at the August meeting, Zurich Insurance have been made aware of the flooding situation at Milton Grove and the work carried out by the Council in 2007. This has been noted only with no further action being deemed necessary or any further communication with residents.

### **PCW 1920/52 Planning Matters**

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

#### **Application No 19/03496/FUL**

Proposed single storey side extension to detached property 1 North Wylam View, Castlefields, Prudhoe

**It was AGREED to SUPPORT** this application.

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**b) Notifications received from Northumberland County Council**

- Outline permission for 3 new bedroomed bungalow with a detached double garage at North Hagg Farm Bank Wylam.

**It was AGREED** to note that this matter has been **withdrawn** at the applicant's request.

**PCW 1920/53 Environmental Tenders**

Members gave due consideration to the previously circulated report of the Town Clerk in relation to the contractor's obligations under all environmental contracts; the proposals for the advertisement; invitation to tender and tender documentation to be completed by each tenderer in respect of environmental tenders for

- a) Formal Floral Bedding, Planters and Hanging Baskets
- b) Grass Cutting
- c) Landscaped Gateways and Roundabouts
- d) Wildflower displays

Following discussion about the concern of the cost of the grass cutting and suggested different approaches to the grass cutting contract.

**It was AGREED** to approve the advertisements and tender documentation prepared by the Town Clerk and authorise the Town Clerk to commence the tender process for the Town Council's Environmental Contracts.

*Councillor Glenn Simpson left the meeting at 7.50pm following the conclusion of this item of business.*

**PCW 1920 54 Removal of BT Phone Boxes**

Members considered the previously circulated correspondence dated 22<sup>nd</sup> August 2019 from Northumberland County Council's Director of Planning seeking the Town Council's views on proposals to remove two BT public phone boxes (situated at Edgewell Road Prudhoe, and outside the Herons Food store on Fronts Street).

Following discussion on this matter, **IT was AGREED** that the Town Clerk should write to the author of the letter to ascertain the usage of the two telephone boxes so that an informed decision could be made on the proposal.

**PCW 1920 55 Highfield Skate Park**

Members gave due consideration to a previously circulated, letter from a Prudhoe resident and skate /scooter enthusiast, Mr Gary Newton, requesting that Members give consideration to making budget provision for the redevelopment and/or rebuilding of the Skatepark in Highfield Park.

**IT was AGREED** to set up a working group of Councillors and interested young people and residents to create a plan for the future development of a new and/ or improved Skate Park facility in Highfield Skate Park.

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**PCW 1920 56 South Road Crossing**

**The Chairman exercised their statutory discretion to consider the following item, details of which were not included on the previously circulated agenda, in order to expedite urgent Council business.**

Members are familiar with the planned pedestrian crossing on South Road, the officers responsible for the design of the scheme have contacted the Town Clerk to seek permission to remove the public seating in the area, in order to install the mains supply required to service the new crossing.

In order to expedite matters **IT was AGREED** that the Town Council's long public seating in the area should be removed and stored until after the works to install the crossing were complete and that the issue of public seating in the area would then be revisited at a future Council meeting.