

**DRAFT Minutes of The Ordinary Meeting of Prudhoe Town Council held in Meeting Room 1
the Spetchells Centre, Front Street, Prudhoe, commencing at 6.30pm on Wednesday 25th
September 2019**

PRESENT

Cllr. Tracy Gilmore (Chair); Cllr. Andy Gill; Cllr. Chris Barrett; Cllr Martin Foster; Cllr. Ignasious Varghase; Cllr. Brenda Grey; Cllr. Gerry Price; Cllr. Carol Stephenson; Cllr. Chris Cuthbert; Cllr. Bryan Futers (from 6.45pm); Cllr Duncan Couchman (from 7pm) Cllr Glenn Simpson (from 7pm)

Prior to the start of the formal business of the meeting the Mayor advised the meeting of the recent sad passing of Mr Ian Sinclair Nelson, former Headteacher at Prudhoe West and Highfield Middle Schools, she advised that his funeral was due to take place next week, with the request that attendees were something colourful. The Council extended their condolences to his family and friends.

The Mayor also congratulated all of the Prudhoe entrants in the recent "Love Northumberland Awards".

OM1920/063 APOLOGIES

Cllr J McGee, Cllr A. Scott

OM1920/064 DECLARATIONS OF INTEREST

None received

OM1920/065 The Planning Process

Rob Murfin, the recently appointed Director of Planning at Northumberland County Council gave a brief presentation to the Council, giving a short biography of his career to date before extending an invitation to provide some training/coaching/ support sessions to the Town Council setting out the "nuts and bolts" of the planning process, including details of how Town and Parish Council priorities could be fed into s106 agreement negotiations. Discussion ensued regarding the merits of Neighbourhood Plans and the offer was made to repeat a previous presentation that was given to the Council on Neighbourhood Planning, further discussion took place around the concern of land banking by developers and the impact that this can have on the proper planning and development of the County, Rob advised that at this point in time there were currently planning consents in place to build 22,500 homes in the County that had not been implemented.

It was AGREED to thank Rob Murfin for his attendance and take up his offer of a training/coaching/ support session for Members.

OM1920/066 Draft Minutes of the Ordinary Meeting (including an item for the Planning Contracts and Works Committee) held on 31st July 2019

It was AGREED that the previously circulated draft minutes of the Ordinary Meeting (including an item from the Planning Contracts and Works Committee) held on 31st July 2019 be agreed and confirmed as a true and correct record of the proceedings of the meeting.

OM1920/067 Agreed Minutes of the Planning Contract and Works Committee held 14th August 2019

It was AGREED to receive the previously circulated and agreed minutes of the Planning Contract and Works Committee held on 14th August 2019

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**OM1920/068 Draft Minutes of the Planning Contract and Works Committee held on 11th
September 2019**

It was **AGREED** to receive the previously circulated draft minutes and that they should be presented to the next scheduled meeting of the Planning Contracts and Works Committee for agreement.

OM1920/069 Clerk's Report

The clerk gave the attached report to the meeting

Essity Prudhoe Miners Race 2019

Updated numbers are as follows:

5 miles (16+) - 326 3 km (age 11 - 15) - 25 1.5km (age 6 – 10) - 100

There is no longer a park and ride in operation. Prudhoe Town FC has agreed to let us use their car park (they are playing away on Sunday); those booked onto park and ride are being advised to park at there and walk along.

With regards to the timings, they are as follows:

6:00am – 7:00am Set-up

7:00-8:30am Race Registration

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

10:45am 1.5km race start

11:00am Junior and Mini-Run presentation

South Road Pelican Crossing

County Cllr Ken Stow has advised that there are two options for the crossing that are going out to consultation, I have requested that these are shared with the Council asap so they can be included on the PCW's meeting.

Allotments – Castledene Allotments

Following a series of complaints about garden fires, throughout the summer and in previous years, the Clerk took action to ask PGA and Castledene Allotment holders to support the decision that fires should not be lit on these allotments until a policy can be agreed that does not unfairly affect nearby residents. There is an issue concerning the removal of rubbish and in particular hedge cuttings; allotment fires and supporting the removal of rubbish from Castledene will be priority items on the agenda of the Liaison meeting on 16th October, for which all members are invited to attend and will be sent an agenda.

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Milton Grove Flooding

Further information has been received from a resident, forwarded from NWL, stating that the issues were attributed to a blocked private field drain, this information has been forwarded to our insurers to ensure they are kept up-to-date.

Environmental Tenders

All environmental tenders are now live after being posted on our website and Facebook page, the Government's Contracts Finder and in the Hexham Courant.

Black Planters and Hanging Basket Columns

Quotation requests have been issued for the repainting of our Front Street & Mickley street furniture with a response date of 2nd October to allow this to come to the October PCW's meeting.

Play Area Repairs

Smaller repairs have been requested, with the parts ordered by the Council. The Clerk is meeting potential suppliers for more substantial repairs, i.e. tarmac and zip-wire.

Orchard Hill Play Area

A survey has been sent out to those residents living in the vicinity of Orchard Hill Play Space; Cocksfoot Dean (23), Orchard Hill (15), Duckett's Dean (29), Well Dean (12), The Ford (10), The Wagonway (18) and Appletree Drive (30) – 137 in total. These were kindly delivered by the 1st Prudhoe Guides and we have received 10 very mixed responses so far.

Highfield Park Skate Park

It was anticipated that we would have already set up a meeting with a view to gathering the thoughts of interested young people, however this has been delayed and will be picked back up w/c 7th October. We already know a number of young people who would like to be involved and have support from some knowledgeable adults. The next step is to draft a letter to parents/carers about the project and to get permission for them to be involved, in addition to recruiting more users from the skate park.

Following the publicity surrounding the skate park and the potential for this to be redeveloped, the Clerk was contacted by some of those who petitioned to ask about a skate park Eastwood Park. Whilst the Clerk advised that Prudhoe Town Council was not responsible for this area, the offer was made to share information and any practise relating to our project.

42 Days of Summer

Due to a slow response to the request for feedback, this will now be placed on the November agenda.

OM1920/070 County Councillor Reports

Apologies were received from County Councillor Anne Dale who provided the following written report

"I apologise for my absence at the meeting but present the following report. If anyone would like further information please could you ask the Parish Clerk to contact me at

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Anne.Dale@Northumberland.gov.uk and I will respond accordingly.

- a. *The planters on the A695 outside the school and the Club Block will be put in place this week (wk beginning 23.9.19)*
 - b. *The work on the introduction of the 20mph will begin on 21st October and will last for two weeks. This works includes not only the introduction of the 20mph speed reduction area at the beginning and end of the school day on the A695 but also the introduction of 20mph down Station Bank and the surrounding roads and also up to the end of the Old Miners Bungalows. There is also an introduction of double yellow lines on the A695 where requested by residents and at the Junction of Eastgate Bank. Once the scheme is finished, I will review the rest of the signage in the village etc."*
 - c. *The growth on the pavement on the A695 between Stocksfield and Mickley has been cut back and pavements have been resurfaced. Further work will take place.*
 - e. *The County Council has cut back the grass on the verge of the A695 north of Leah Gardens and I am continuing to work with Riverside Housing on the shrubs.*
 - f. *I have asked NCC to clean the islands on the A695 as a matter of urgency.*
 - g. *LTP. I have further added: The resurfacing of the road on the Riding Dene Estate.*
- There is plenty of other work happening in the village and if there is anything further of importance, I will let you know"*

County Councillor Gordon Stewart reiterated the remarks made at the outset of the meeting by the Mayor about the "Love Northumberland Awards", echoing her remarks that all of the Prudhoe entries were excellent, he indicated that he hoped that progress could be made on the Water World Play Area and that he had feedback his priorities for the Local Transport Plan back to the Clerk, (included later on the agenda).

OM1920/071 Accounts

a) Monthly Bank Reconciliation 10th July 2019- 9th August 2019

Members gave due consideration to the previously circulated bank reconciliation statement for the period 10th July- 9th August 2019 and **IT WAS AGREED to RECEIVE** the monthly bank reconciliation.

b) Monthly Bank Reconciliation 10th August – 9th September

Members gave due consideration to the previously circulated bank reconciliation statement for the period 10th August – 9th September and **it was AGREED to RECEIVE** the monthly bank reconciliation.

c) Statement of Budget and Expenditure

Members gave due consideration to the previously circulated statement of Budget and Expenditure and **it was AGREED to RECEIVE** the statement of Budget and Expenditure from 1st April 2019 to the 18th September 2019.

d) Endorsement of accounts paid since the last meeting and authorisation of the accounts to be paid.

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Members gave due consideration of the tabled document and following queries in relation to the water bill for Road End Toilets; whether all participants in the 42 days of Summer had been paid; and whether the Council would be re-imbursed by NCC for the disrupted bus shelter foundations at Mickley; **It was AGREED** to endorse the payment of accounts since the last meeting and to authorise those still to be paid.

OM1920/072 New Model Standing Orders

Members gave due consideration to the report of the Town Clerk, setting out proposals for New Standing Orders as informed by the NALC model Standing Orders with input from the Standing Order review working group. Following discussion on **it was AGREED that** subject to standing order 2x, as printed remaining within Standing Orders with a 2 hour time limit, and Standing Order 8d as printed remaining within Standing Orders, that these Standing Orders be confirmed and agreed.

OM1920/073 Local Transport Plan

Following consideration of the record of highways and transport requests contained on the Northumberland County Council Directory Database for Prudhoe and taking into consideration the feedback from the local County Councillors and Members it was **AGREED** that the following three priorities, deemed each to be of equal merit and necessity, in the Prudhoe Town Council area, be submitted to Northumberland County Council with the request that they are included in the 2020/21 Local Transport Plan:-

1. The introduction of speed reduction measures on the road to High Mickley from Mount Pleasant and Eastgate Bank, with particular emphasis of road safety measures being introduced at the accident black spot at the junction between High Mickley, Hallyards and Eastgate Bank.
2. Continuation of the recent road resurfacing works along Park Lane and Park Avenue.
3. Removal of the chicanes on Castlefield Drive, to be replaced with a 20mph speed limit.

OM1920/074 Review of Polling Stations

Consideration was given to the survey of polling stations applicable to voters within the Parish boundary and **It was AGREED** that the following comments be made:

1. Given the absence of parking facilities at Mickley WMC it was felt that the Glenside, which had previously been used as a polling station was a better venue.
2. Edgewell Christian Centre was felt to be an unreasonably long walk for some residents who had indicated to Members that they were unwilling to vote because of the distance they now had to walk when compared to the previous polling station venue for this ward.

OM1920/075 Waterworld Play Area

Consideration was given to the report of the Clerk in relation to this matter and further discussion and questions from Members **it was AGREED** that this matter be deferred until a further meeting to enable the Clerk to write to Active Northumberland and Northumberland County Council's Strategic Estates to obtain further information and clarification regarding the proposals and basis of transfer, **it was further AGREED** that the Clerk would write out to Members seeking details of the questions that they wished to be put to Active Northumberland and Northumberland County Council's Strategic Estates as it was previously the view of the Town Council that this play area

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was of considerable public value and that the Town Council would like to be involved in its development.

OM1920/076 NALC County Committee

It was AGREED to recommend to the County Committee review the current constituencies taking particular note that those seats in the East Tyne Tynedale area are reconfigured to take account of the East Tynedale Community Forum.

OM1920/077 the 6th Annual Town and Parish Council Conference

Thursday 3rd October 2019 at County Hall, **it was AGREED** that Councillor Chris Cuthbert and Councillor Gerry Price be nominated to attend on behalf of the Council.

OM1920/078 Prudhoe Town Council Football Club

Members gave due consideration to receive the formal request for landlords permission for the Annual Fireworks Display to be held on 2nd November 2019 at Prudhoe Town FC. **It was AGREED** that as all required health and safety documents had been provided that the Town Clerk could issue a formal letter of approval to the Football Club.

OM1920/079 Halloween Window Dressing

Following receipt of a request from Prudhoe businesses to publicise a "Halloween inspired" window dressing initiative **IT was AGREED** that the Town Council would help publicise this initiative via the website and social media pages.

OM1920/080 Reports from Outside Bodies

Following consideration of the following reports:-

- Gateshead MBC A695 Prudhoe roundabout
- East Tynedale Community Forum minutes of the meeting held on 18th July 2019
- Prudhoe Community Allotment minutes of the meeting held on 20th August 2019

It was AGREED to receive and note the reports.

OM1920/081 Correspondence and Publications

It was AGREED to receive the following items of correspondence:

Correspondence

1. **Gateshead Council – Quays Development Framework**, consultation documents available to view at <http://www.gateshead.gov.uk/haveyoursayonplanning> and also drop in event at St Mary's Heritage Centre on Thursday 26th September 2019, from 3-7pm.

RECEIVE

2. **Letter from Sandra Kelso** advising that her Dad, Tommy Watson sadly passed away so will be unable to lay a wreath for Remembrance, as requested by both the Town Council and the Prudhoe Branch of the Royal British Legion.

AGREED to RECEIVE and respond with condolences and to invite a family to lay a wreath on behalf of Tommy.

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3. Northumberland County Council – Event Funding from Community Chest for Christmas Lights Switch-On has been granted at 75% of the costs confirmed, equating to £375.

NB. Please note that the Clerk was advised that costs from NCC would be £1,000 and therefore applied for £750, however NCC has responded that costs would only be £500.

AGREED to RECEIVE

4. Northumberland Age UK – request for contributions.

AGREED to RECEIVE and to advise that the Town Council does not fund National Charities

5. Prudhoe Gardeners Association – formal receipt of letter, although information was received by email to advise of the cancellation of the Prudhoe Town Show 2019 due to lack of volunteers. The question is asked regarding the Grant Aid; this should be repaid (£500) rather than being used for allotment repairs, as we have a budget for this.

The letter also contains additional information relating to the management of the allotments – there are concerns, again due to a lack of volunteers. Following the Allotment Liaison Meeting on 16th October it is hoped that this will all be clearer.

AGREED to respond to letter that Grant Aid should be repaid.

6. Prudhoe People's Treat – note that tickets can be collected from the library rather than being delivered, on 11th, 12th and 13th November. Those with difficulty collecting their tickets will be accommodated. The Treat is on 3rd, 4th and 5th December at Prudhoe Social Club.

7. Prudhoe & Stocksfield Churches Holiday Club – appeal from the young people attending for the following:

- Request for money for cigarette bins outside shops in Prudhoe.
- Request for insect-friendly planting around the edges of the town.

A request to Guy Opperman MP is also included that asks for his support to hurry the government towards a deposit recycling scheme.

It was AGREED to RECEIVE and to respond to the Churches Together holiday club thanking them for their interest and also advising that as we already have units to dispose of cigarette butts on Front Street that we would like to use their poster to promote this again, in the hope that people take notice. In regards insect-friendly planting, to also advise that we have put out to tender two areas for wild flower planting and a flowering perennial in the centre of each bed so we hope we are moving towards what they have suggested.

8. Resident Letter regarding The Grange – outlining that the area is unkempt and overgrown, the stone wall is unsafe, branches of trees are over-hanging the footpath, vermin have been seen.

It was AGREED to RECEIVE and to forward the letter to Northumberland County Council for attention by NCC Highways and/or NCC Environmental Enforcement, and to Cllr Glen Sanderson as portfolio holder. It was also AGREED to write to advise the resident of the Council's action.

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It was AGREED to RECEIVE the following publications:

1. NAMM Review July – December 2019
2. Allotment & Leisure Gardener, Issue 3, 2019
3. Clerk & Council's Direct, Issue 125, September 2019
4. The Clerk, September 2019

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