

Draft Minutes of the Ordinary Meeting of Prudhoe Town Council, held on Wednesday 30th October 2019 in Meeting Room 1 of the Spetchells Centre commencing at 6.30pm

PRESENT

Cllrs Tracy Gilmore (Chair); Chris Cuthbert; Andy Gill; Russ Greig; Martin Foster; Chris Barrett; Brenda Grey; Gerry Price; Glenn Simpson; Jennifer McGee; Duncan Couchman

OM1920 082 Apologies for Absence

Cllrs Angie Scott; Ignasious Varghase; Carol Stephenson; Bryan Futers

OM1920 083 Declarations of Interest

Cllrs Gerry Price; Brenda Grey; Chris Barrett declare non pecuniary and none prejudicial interests in the Prudhoe Youth Project, as they are Members of the Committee appointed to it by the Town Council

OM1920 084 Prudhoe Youth Project (PYP)

As Rachel Noble the PYP Chair was late for the meeting the order of business was changed slightly from that on the published agenda at the Chairs discretion.

Lynn Renwick Service Manager from Children North East gave an update, advising that Sean Soulsby had taken up a new opportunity and left the service. Lynn advised that 140 youths had been engaged with PYP since it commenced, and 125 responses had been received from the consultation exercise. Lynn advised that a considerable amount of work had been undertaken around sexual health and gender and that C cards were now being issued. Lynn thanked Cllr Russ Greig for allowing them to use the Miners Lamp café as a base for somewhere for the Young people to sit that was safe and warm now winter was upon us.

Rachel Noble entered the meeting at 6.50pm and gave her update on the previously circulated Prudhoe Youth Project report for the quarter July 2019 to Sept 2019 updating Members on the reaching communities fund for an application to fund a full-time youth development worker.

It was AGREED to receive and note the previously circulated report and the verbal updates received from Lynn Renwick and Rachel Noble and it was further **AGREED**

- 1) To agree in principle only, subject to formal approval in the context of the full budget setting process, yet to be agreed by the Council, to commit in principle a further £20,000 for x2 detached Youth Work sessions from April 2020 for a further 12-month period. **AND**
- 2) To endorse the decision to hold x1 detached youth session in The Miners Lamp Café and Community Hub, in response to young people requesting indoor space due to cold weather.

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OM1920 085 Draft Minutes of the Ordinary Meeting held on 25th September 2019

It was AGREED to receive and approve the previously circulated draft minutes of the meeting held on 25th September 2019 as a true and correct record of the meeting.

OM 1920 086 Draft Minutes of the Planning Contract and Works Committee held on 9th October 2019

It was AGREED to receive only the previously circulated minutes and that they would be presented to the next scheduled Planning Contract and Works meeting for formal approval

OM 1920 087 Draft Minutes of the Cemetery Committee held on 18th September 2019

It was AGREED to receive only the previously circulated minutes and that they would be presented to the next scheduled Cemetery Committee Meeting for formal approval.

OM 1920 088 Clerks Report

It was AGREED to receive the following report of the Clerk

Essity Prudhoe Miners Race 2019

The Clerk attended a meeting with Prudhoe Plodders last night. A full report will be brought to the Planning, Contract & Works Committee on 13th November. Prudhoe Plodders has considered both positive and negative feedback received, which was requested by all participants, and if offered the race in 2020 the number of entries would need to be increased and some changes made.

From a financial point of view the race has not cost the Council a penny. Although it was expected that the Town Council would absorb the same costs as in previous years, Prudhoe Plodders were confident that they could manage the race with a surplus, and their Committee agreed that any costs should not be borne by the Prudhoe tax-payer. Following the finalisation of all expenditure and income, the surplus for the 2019 Race is £725, last year the race cost the Council £2,706. The surplus will be paid to Prudhoe Plodders along with a reimbursement of their spending, minus the income they've received directly. A full copy of the income and expenditure will be included in the report presented in November.

South Road Pelican Crossing

We have written again to Cllr Glen Sanderson, as he suggested we do so, to request an update as the design options have still not been shared.

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Prudhoe Gardeners Association

All Cllrs were invited to the Liaison meeting held on 16th October, the meeting was clerked by the Administrator and Chaired by Cllr Russ Greig; Cllr Andy Gill was also in attendance.

A report of the meeting, along with a Draft Tenancy Agreement and Draft Management Agreement will be presented for approval at the November Planning, Contract and Works Meeting.

Environmental Tenders

The closing date for tenders is Friday. The Clerk will schedule a meeting of the group that included Cllrs Gilmore, McGee, Scott, Cuthbert and Grey, prior to a recommendation being brought to the Planning, Contract and Works Committee on 13th November.

Highfield Park Skate Park

The project is now moving towards the formation of a group, the Clerk has written out to parents and sought parental consent for young people to be involved. We expect to host a consultative get-together in November.

Play Area Repairs

Repairs are still outstanding as we are awaiting quotations and the delivery of parts.

Halloween Window Dressing

There are many windows dressed for Halloween and community photographer Moira Wooldridge has kindly photographed them for the Council. Following a final check that they have all been included, we will add the images to our website with a thank you to those who got into the spirit of it.

New Bus Shelter at Beaumont Way

The new shelter has been installed and we have received reimbursement of £2,000 from County Cllr Ken Stow's Member Improvement Scheme. Sadly, the shelter didn't receive very positive feedback when the press release was issued as some members of the public feel without adequate sides, it serves little purpose. In reality, this is the only type of shelter that is feasible when there is little pavement clearance. Members may wish to bear this in mind when similar future requests are received.

Bus Shelter Seating

Seats have been installed in the stone shelters at Cottier Grange (travelling east and west), Waterworld (travelling east and west) and Priestclose Cottages (travelling west). A public seat will be installed at Priestclose (travelling east) following delivery

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on Friday. This project has been supported with £2,000 funding from County Cllr Gordon Stewart's Member Improvement Scheme and has been very well received locally. A press release celebrating the scheme and the use of two local trades was issued last week.

Orchard Hill Play Area

We have received 17 responses to the survey about Orchard Hill Play Area, a report has been compiled of the results and will be presented to the Planning, Contract and Works Committee on 13th November, if anyone wished to see this now it is available.

Prudhoe Veteran's Memorial Seat

The Prudhoe Veteran's Seat is almost complete and ready for installation in advance of Remembrance Day. The chosen location was opposite The Syntax so the older style seat will be removed and stored.

Provisional Tax Base

This will be received by Northumberland County Council on 7th November.

Christmas Lights Switch-On

As usual the event is scheduled for the last Friday in November – Friday 29th. As is usual there will be a 4m x 4m stage erected and the area will be cordoned off with safety barriers. We have invited all schools to attend with their school choirs so will do our best to schedule all those who want to be involved (one song each). Party Stars North East will again attend with characters; LOL Dolls and Fortnite Team Players, as these are the flavour of the moment for young people. Prudhoe Co-op will again serve mulled wine and mince pies and The Spetchells Christmas Fair is being held on the same day, commencing at 3:30pm.

New this year we have crafty stall for 'Christmas Wishes'. We have asked Prudhoe Guides to run it and we will use the decorated stars with 'Christmas Wishes' on the reverse, for our entry in the Christmas Tree Festival.

We will also have a Christmas post-box so children can post their letters to Santa.

Christmas Lights

The Christmas Lights have been installed by Christmas Plus. The group of Cllrs looking at the Christmas Lights Contact 2020-23 are scheduled to meet on 4th December was AGREED to receive and note the following report of the Clerk

OM 1920 089 County Councillor Reports

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It was AGREED to receive and note the verbal report from County Councillor Ann Dale who updated the meeting on the completion of the resurfacing works at Riding Dene, the installation of the staked in ground poppies in readiness for Remembrance Sunday; the installation of the 20mph speed signs and new winter salt/grit bins in the Mickley County electoral ward. Councillor Chris Cuthbert raised a query with County Councillor Dale about the absence of an audible “safe to cross” sound on the A695 crossing after 11pm and whether this was now the norm.

OM 1920 090 Accounts

- a) **Bank Reconciliation - It was AGREED** to receive and note the previously circulated monthly bank reconciliation statement for the period 10th September – 9th October 2019
- b) **Statement of Budget & Expenditure - It was AGREED** to receive and note the previously circulated statement of budget and expenditure for the period 1st April 2019 to the 23rd October 2019
- c) **Endorsement of the accounts paid since the last meeting and authorisation of the accounts to be paid.** Members gave due consideration to the tabled document and **it was AGREED** to endorse the payment of the accounts paid since the last meeting and to endorse the payment of those still to be paid.

OM1920 1920 091 Annual Governance and Accountability Return (AGAR 2018/19)

Following consideration of the previously circulated AGAR and related “Notice of Conclusion of Audit” **it was AGREED**

- a) To receive the prepared “Notice of Conclusion of Audit” and
- b) To receive and endorse the publication of certified sections, 1, 2 and 3 of the AGAR

OM1920 092 Prudhoe Waterworld Play Area

Following consideration and discussion of the previously circulated email exchange between the Town Clerk and the Head of Cultural Services at Northumberland County Council following a proposal made by Councillor McGee that was seconded by Cllr Simpson **IT was AGREED**

1. That Prudhoe Town Council would accept the freehold transfer of the Water World Play Area and take on the responsibility for the future maintenance of the site, on the condition that Northumberland County Council would invest £100,000 capital into a replacement play area following a consultation with users of the play area.

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2. That 1 (above) was agreed on the strict understanding that Active Northumberland would continue to undertake daily litter picks and visual inspection of the site on behalf of Prudhoe Town Council.

OM 1920 093 Draft Flood Plan for Prudhoe

Following Consideration of the previously circulated draft flood plan for Prudhoe that had been prepared by the Environment Agency **it was AGREED** to write to the Environment Agency about the recruitment of Flood Wardens and the provision of Sandbags.

OM1920 094 Certificate in Local Council Administration

Following receipt of confirmation of the Town Clerk's successful completion of CiLCA in July 2019 and her subsequent Principal Membership status of The Society for Local Council Clerks, **it was AGREED** to formally congratulate the Town Clerk on her achievement and to give further consideration as to whether to adopt the "General Power of Competence" on a future Council Agenda.

OM 1920 095 Grant Aid 2020/21

As the proposal set out in the previously circulated agenda as item 14a failed to receive support, **it was AGREED**

- a) That the grant aid process for 2020/21 would take the same format as this financial year, with a sum for grant aid being agreed during the 2020/21 budget process in advance of the grant application process commencing. **AND It was further AGREED**
- b) That similarly to last year, a small working group of Councillors comprising of Councillors Futers; Grey; Gilmore; Cuthbert; McGee and Gill would consider all Grant Aid applications that were received in detail, prior to that working group making recommendations for grant aid support for approval by the Council.

OM 1920 096 Remembrance Parade and Service 2019

Following discussion around the proposal put forward by Councillor Foster that all Members of the Council should march and/or pay tribute as a group throughout the Remembrance Parade and Service and following an explanation by Councillor McGee of the long established custom and practise **it was AGREED** that those Members who wished to join the march should do so in accordance with the advice to be sought from the Church and the Royal British Legion and that similarly Members should where possible stand together as a unit at the Lych Gate and in Church thereafter.

OM 1920 097 2020/21 Budget

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Following consideration and discussion of the proposal put forward by Councillor Grey in relation to the 2020/21 budget **it was AGREED** that all Members be invited to an informal meeting of Councillors and Officers on Wednesday 20th November in order to discuss draft budget proposals.

OM 1920 098 Council Meetings in December and January

Following consideration of the previously circulated proposals for the December and January meeting Schedule **it was AGREED** that

1. The December meeting will be a combined Ordinary Meeting and meeting of the Planning, Contracts and Works Committee which will be held on 11th December 2019
2. The Planning Contracts and Works Committee will meet on 15th January 2020 **and**
3. That the Ordinary Meeting of the Council will take place on 29th January 2020 and this meeting will set the 2020/21 Budget and Precept demand.

OM 1920 099 VE Day 75-year Anniversary – A Shared Moment of Celebration 8-10 May 2020

Following consideration of the previously circulated letter from SSAFA the Armed Forces Charity **It was AGREED to: -**

1. Source and arrange for a local bugler, trumpeter or cornet player to play the Last Post, followed by Reveille at 2.55pm on Friday 8th May 2020
2. Source and arrange for a local piper to play Battle's Oer and VE 75 Years at 3.00pm on Friday 8th May 2020
3. Request local churches to ring their bells as part of a nationwide "Ring out for Peace" at 7.00pm on Friday 8th May 2020.
4. Contact County Councillor Gordon Stewart to seek clarification as to what his plans were at Eastwood Park before making arrangements for the Nations Toast

OM1920 100 Sport Tynedale Awards 2019 Nominations

It was AGREED to receive and note the previously circulated documentation in relation to the above.

OM1920 101 Town Centre Working Group

It was AGREED to receive and note the previously circulated report of The Town Centre Working Group Meeting held on 21st October 2019 and following a verbal

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report from Councillor Gilmore, **it was also AGREED** to write to English Heritage expressing the Town Council's concern at the very short notice cancellation of a planned Kings and Queens visit to Prudhoe Castle by a local school.

OM 1920 102 Reports from Outside Bodies

Following consideration of their previously circulated reports **it was AGREED to** receive and note the following reports from Outside bodies

1. Town Twinning Report of the meeting held on 16th September 2019
2. Northumberland CAB quarter 2 update
3. Prudhoe Community Partnership quarter 2 update
4. Tyne Valley Rail users Group

OM1920 103 Correspondence and Publications

Two items of correspondence were received.

One item of correspondence related to the dangers of fireworks to animals and people.

The second item related to the planned changes to Fernedene.

It was AGREED to add both items of correspondence, for further consideration on to a future agenda.

OM 1920 104 Exclusion of the Press and Public

It was AGREED that in accordance with the provisions of Standing Order 2d) and the provisions of s1 of the Public Bodies (Admission to Meetings Act 1960 as amended by s100 of The Local Government Act 1972 that the Council do now exclude the press and public for the remaining item on the Agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to the Public Interest.

OM1920 105 Correspondence in relation to alleged liability claim

Members gave due consideration to correspondence from a resident alleging that the Town Council as neighbouring occupier of land adjacent to her property, were responsible for damage to her property. Members also gave due consideration to the summary of events and history of the area in question. **IT was AGREED** that the Council would await advice and guidance from their own insurers in connection with this matter.