

**AGREED Minutes of the Combined Planning, Contract and Works and Ordinary Meeting,  
held on Wednesday 11<sup>th</sup> December 2019 at 7:00pm, meeting room 1 of the Spetchells  
Centre**

**PRESENT**

Cllrs Jennifer McGee (Chair of the Planning Contract and Works part of the Meeting), Andy Gill, Tracy Gilmore (Chair of the Ordinary Meeting part of the Agenda), Bryan Futers, Gerry Price, Brenda Grey, Duncan Couchman and Chris Cuthbert.

**PCW 1920/81 Apologies for Absence**

Cllrs Angie Scott; Carol Stephenson

**PCW 1920/82 Declarations of Interest**

None received.

**PCW 1920/82 Planning Matters****a) PLANNING APPLICATIONS RECEIVED****Application No 19/04430/LBC**

**Proposal** Listed Building Consent for refurbishment and strengthening works to footbridge

**Location** Prudhoe Railway Station, Prudhoe, Northumberland

**It was AGREED to SUPPORT** this application and comment that the Town Council hoped that a temporary footway could be erected as had occurred during similar works at Stocksfield and Corbridge.

**Application No 19/04513/FUL**

**Proposal** Removal of existing pitched roof over double garage, construction of gables and replacement dual pitched roof with garden storage room accessed from rear garden.

**Location** 20 Farm Well Place, Castlefields, Prudhoe

**Applicant** Lee Hindmarsh

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

**Application No 19/04607/FUL**

**Proposal** Creation of 11 additional car parking bays to Health Centre by extending existing tarmac surfacing.

**Location** Riversdale Surgery, Oaklands Medical Centre, Front St. Prudhoe

**Applicant** Mr Steve Morris

**It was AGREED to SUPPORT** the application, requesting that the trees that are to be removed to accommodate the new parking spaces, could be replaced elsewhere within the site curtilage.

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**Application No 19/04685/FUL**

**Proposal** Erection of a 2m high wooden fence to north and east elevation of the building curtilage

**Location** The Drill Hall, Swalwell Close, Prudhoe, Northumberland NE42 6EX

**Applicant** Public Protection

**It was AGREED** to SUPPORT the application

**b) PLANNING DECISIONS RECEIVED**

**Application No 19/01173/OUT**

**Proposal** Outline permission for the construction of one new two-storey dwelling (C3 Use Class) with associated pedestrian and car parking accesses from Edgewell Road to include landscaping and fencing, with all matters reserved.

**Location** Land to the East of 2 Edgewell Road, Prudhoe, Northumberland

**Applicant** Cliff Hubbick

**It was AGREED** to note that Northumberland County Council have GRANTED Permission.

**PCW 1920/83 Draft Minutes of the Planning Contract and Works Committee held on 13<sup>th</sup> November 2019**

**It was AGREED** to receive the previously circulated draft minutes of the Planning Contract and Works Committee held on 13<sup>th</sup> November 2019 as a true and correct record.

**PCW 1920/84 Highfield Park**

Members gave consideration to the previously circulated email exchange between the Town Clerk and Andrew Robson of Northumberland Estates in relation to the Town Council's request that the current lease on Highfield Park, which is due to end in 2026 be extended. Following discussion on this matter and having regard to the fact that potential funders for any new skatepark/play equipment would require a longer period of reversion on the lease, **It was AGREED** that the Town Clerk should go back to Northumberland Estates advising them that in order to enable the Town Council to invest further in the park as is desired by local residents, it would require as a minimum an additional 25 year lease.

**PCW 1920/85 Allotment Management Agreement with Prudhoe Gardeners Association**

Following consideration of the previously circulated revised draft Allotment Management Agreement between the Town Council and the Prudhoe Gardeners Association (PGA) it was acknowledged that there had been consultation with the PGA on this matter and **it was AGREED** that the Council should enter into and adopt the agreement with effect from April 1<sup>st</sup> 2020.

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**PCW 1920/86 Floral Bedding, Planters and Hanging Baskets.**

Following discussion on previous years colour schemes, **It was AGREED** that Prudhoe Town Council colour scheme for the floral bedding, planters and hanging baskets for planting in 2020/21 will be purple, orange and yellow.

Following discussion about the suitability of Euphorbia Tasmania Devil as a central perennial and concerns about it being a potential irritant to sensitive skin **it was AGREED** that the Town Clerk should revert back to Hollybush advising them that Euphorbia Tasmania Devil should not be used but that an alternative box shrub could be used.

**PCW 1920/87 Christmas Lights Contract 2020-2023**

Members gave their consideration to the previously circulated draft documentation in relation to the contract for the provision of Christmas Lights for the 2020-2023 contract period and **it was AGREED**

- a) To approve the previously circulated tender advert
- b) To approve the previously circulated invitation to tender
- c) To approve the previously circulated tender documents to be completed by the suppliers
- d) To agree with the posting of the advert in accordance with the Council's Financial Regulations including generic contractual obligations.

***Prior to the commencement of the consideration of the following items of Ordinary Council Meeting Business, Councillor Tracy Gilmore took the Chair***

**OM 1920/108 Draft Minutes of The Ordinary Meeting, held on 27<sup>th</sup> November 2019**

**It was AGREED** to receive the previously circulated draft minutes of the Ordinary meeting held on 27<sup>th</sup> November 2019 as a true and correct record.

**OM 1920/109 Clerks Report**

The Clerk verbally reported that the only item she had to update Members on since the last meeting the week previously, was that it would seem that the Town Council were not going to be formally consulted on the proposals relating to the new crossing at South Road but that a drawing had been passed to the Council via a resident. **It was AGREED** that the proposals for the new South Road crossing be placed on the January 2020 agenda for formal consideration and response.

**OM1920/110 Budget and Expenditure**

Following consideration of the previously circulated updated statement of budget and expenditure for the period 1<sup>st</sup> April to the 4<sup>th</sup> December 2019 **It was AGREED** to receive and note the statement of budget and expenditure.

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**OM1920/111 Prudhoe Youth Project (PYP)**

Members gave consideration to the previously circulated report of the Chair of the Trustees to Prudhoe Youth Project to Prudhoe Town Council dated the 4<sup>th</sup> December 2019 relating to their application for funding for 2020-21 which was presented to the meeting by Mr George Hepburn Chair of Prudhoe Community Partnership.

**OM 1920/112 Prudhoe Community Flood Plan**

Members gave consideration to the previously circulated response from Colin Hall from the Environment Agency in relation to the Prudhoe Community Flood Plan.

**It was AGREED** to receive and note the response received and that the Town Council would use their best endeavours and knowledge of local community groups to attempt to recruit local volunteers to assist via their website and social media page.

**OM 1920/113 Correspondence and Publications**

None received since the previous week's meeting.

**OM1920/114 Exclusion of the Press and Public**

**It was AGREED** to approve a motion to invoke Standing Order 2d) to exclude the press and public from the meeting for the consideration of the remaining item on the agenda in view of the confidential nature of the business to be transacted, as permitted under Schedule (12A) Local Government Act 1972.

***The Administrative Officer left the meeting prior to the consideration of the following item.***

**OM1920/115 Traffic Management Essity Prudhoe Miners Race 2019**

A confidential report on traffic management during the race was received. Members endorsed the Clerk's actions.

**OM 1920/116 Staffing**

Following the resignation of the Administrative Officer, with effect from 31<sup>st</sup> December 2019, **it was AGREED** to schedule a Human Resources Meeting for Wednesday 8<sup>th</sup> January 2020.