



Prudhoe

TOWN COUNCIL

Prudhoe Town Council
The Spetchells Centre
58 Front Street
Prudhoe
Northumberland
NE42 5AA

24th March 2021

To all members of the Council

You are hereby summoned to attend an online meeting of Prudhoe Town Council for the purpose of transacting the following business.

Please find as a 'footnote' the items you should expect to be enclosed. If you find that any items are missing, 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 me.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Sarah Eden'.

Town Clerk

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**AGENDA FOR THE MEETING OF
PRUDHOE TOWN COUNCIL
Ordinary Meeting to be held on-line
on WEDNESDAY 31st March 2021
at 7:00PM**

Members of the press and public are welcome to attend.

[Join Zoom Meeting](#)

**Meeting ID: 949 6241 3224
Passcode: 295613**

AGENDA

1. **Welcome from Chair** – Cllr Tracy Gilmore to welcome everyone to the meeting
2. **Apologies for Absence** to receive
3. **Declarations of Interest** to receive
4. **Dispensations** to receive and agree
5. **Public Participation** please email/telephone the Clerk with questions on items on the agenda no later than 5.00pm on Tuesday 30th March 2021
6. **Prudhoe Youth Project** (Gemma Nixon, Youth Development Worker, in attendance)
 - a) **End of Financial Year Update** to receive final quarter and end of year update and address any questions to representatives in attendance (enc)ⁱ
 - b) **Funding 2020/21** to agree to release funding spent for the remainder in the last quarter (£3,090.26)
7. **Draft Minutes of the Ordinary Meeting, held on 24th February 2021** to receive as a true record (enc)ⁱⁱ
8. **Draft Minutes of the Planning, Contract and Works Committee, held on 10th March 2021** to receive (enc)ⁱⁱⁱ (*These minutes will be received as a true record at the PCW's Meeting in April*)
9. **Clerk's Report** to receive update on items actioned since the last meeting (enc)^{iv}
10. **County Cllr Reports** to receive (enc)^v
11. **Monthly Accounts**
 - a) **Statement of Budget and Expenditure** to receive statement from 1st April 2020 – 24th March 2021 (enc)^{vi}
 - b) **Bank Reconciliation** to receive Bank Reconciliation 10th February - 9th March 2021 (enc)^{vii}
 - c) **Schedule of Accounts Paid/To be Paid** to endorse those accounts paid via delegated authority, and to be paid, since 24th February 2021 (enc)^{viii}
 - d) **Office Photocopier** to endorse new contract (5 years) with NCS Limited (enc)^{ix}
12. **Police and Crime Commissioner, Northumberland County Council and Town and Parish Council Elections, May 2021**
 - a) **Elections Timetable** to receive and note the timetable for elections (enc)^x
 - b) **Polling Stations** to receive and note changes to Polling Stations in Prudhoe (enc)^{xi}
13. **Grant Aid 2021/22** to agree a group of Cllrs to look at Grant Aid applications received and make recommendations for individual awards to the April Ordinary Meeting (*suggested meeting date is 7th April or an alternative day to Wednesday between 7th – 20th April*)

14. Bus Shelters/Street Furniture on land that belongs to Karbon Homes

- a) **Land Ownership** to receive confirmation of land ownership for bus shelters and street furniture located in West Wylam, and additional bus shelters (2) proposed to be located on Stonyflat Bank (enc)^{xii}
- b) **Legal Costs** to receive indicative costs for the transfer of land, from Karbon Homes to Prudhoe Town Council, for the purpose of legally owning and siting bus shelters (enc)^{xiii}, and any update on our own legal costs
- c) **Freehold Land Transfer** to agree to request Karbon Homes draw up a Draft 'Transfer Deed' for the transfer of land on which bus shelters are sited, or proposed to be sited (*once received this will be presented for agreement by the Council and the Council will agree to instruct a solicitor*)
- d) **Licence for Street Furniture** to agree to request Karbon Homes draw up a Draft 'Licence' for street furniture owned by Prudhoe Town Council, located on Karbon Homes land (*once received this will be presented for agreement by the Council and signed by the Clerk, on behalf of the Council*)

ⁱ Prudhoe Youth Project – End of Financial Year Update March 2020-March 2021

ⁱⁱ Draft Minutes Ordinary Meeting, 24th February 2021

ⁱⁱⁱ Draft Minutes PCW's Meeting, 10th March 2021

^{iv} Clerk's Report – March 2021 (a report will follow)

^v County Cllr Reports (these may be to follow)

^{vi} Budget & Expenditure – March 2021 Update

^{vii} Bank Reconciliation 10th Feb – 9th March 2021

^{viii} Accounts Schedule – from 24th February 2021

^{ix} Clerk's Note – New Contract

^x NCC and Town & Parish Council Elections Timetable

^{xi} NCC and Town & Parish Council Elections – Changes to Polling Stations

^{xii} Land ownership for bus shelters and street furniture in West Wylam

^{xiii} Indicative costs from Karbon Homes Legal for the transfer of land for the siting of bus shelters