



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

23<sup>rd</sup> June 2021

**To all members of the Council**

You are hereby summoned to attend the Ordinary Meeting of Prudhoe Town Council, including the Planning, Contract and Works Committee, 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

Town Clerk

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**AGENDA FOR THE ORDINARY MEETING OF PRUDHOE TOWN COUNCIL  
including the Planning, Contract and Works Committee  
to be held on  
on WEDNESDAY 30<sup>th</sup> JUNE 2021  
at Prudhoe United Services Club (The Legion), Front Street, Prudhoe, NE42 5HJ  
commencing at 7:00PM**

Members of the press and public are welcome and encouraged to watch the meeting via live stream, as linked below.

**[Watch Meeting Live Facebook](#)**

**<https://www.facebook.com/Prudhoe-Town-Council-101372923736825>**

**The meeting is open to the press and public. Our Risk Assessment requires that anyone who wishes to attend the meeting in person, contacts the Clerk in advance to ensure social distancing and attendance protocol are fully understood and adhered to.**

## **AGENDA – ORDINARY MEETING OF PRUDHOE TOWN COUNCIL**

### **1. Welcome by Chair**

Meeting opened by Cllr Bryan Futers.

### **2. Apologies for Absence**

To receive any apologies for absence.

### **3. Declarations of Interest**

To receive any declarations of interest.

### **4. Dispensations**

To receive and approve any dispensations.

### **5. Draft Minutes of the Annual Meeting (including Planning, Contract and Works Committee), held on 19<sup>th</sup> May 2021**

To receive and agree as a true record (enc)<sup>i</sup>

### **6. Draft Minutes of the Human Resources Committee Meeting, held on 21<sup>st</sup> April 2021**

To receive and agree as a true record (enc)<sup>ii</sup>

### **7. Public Participation**

Please email/telephone the Clerk with questions on items on the agenda no later than 5.00pm on Tuesday 29<sup>th</sup> June 2021

### **8. Reports**

#### ***a) Chair's Report***

To receive verbal report from Cllr Bryan Futers about public engagements attended and scheduled.

#### ***b) Clerk's Report***

To receive update on items actioned since the last meeting (enc)<sup>iii</sup>

#### ***c) County Cllrs Reports***

To receive reports from County Cllr Anne Dale (Mickley), County Cllr Angie Scott (Prudhoe North), County Cllr Gordon Stewart (Prudhoe South) (to follow)

### **9. Monthly Accounts**

#### ***a) Statement of Budget and Expenditure***

To receive statement from 1st April 2021 – 22<sup>nd</sup> June (enc)<sup>iv</sup>

#### ***b) Bank Reconciliations***

To receive Bank Reconciliation from 8<sup>th</sup> May 2021 – 9<sup>th</sup> June 2021 (enc)<sup>v</sup>

#### ***c) Schedule of Accounts Paid/To be Paid***

To endorse those accounts paid via delegated authority, and approve those accounts to be paid, since 18<sup>th</sup> May 2021 (enc)<sup>vi</sup>

### **10. Alternative Scheme of Delegation**

To receive and agree an 'Alternative Scheme of Delegation' to be used for urgent decisions or if meetings cannot be held (enc)<sup>vii</sup>

### **11. The Glade – Management and Maintenance for the Future**

#### ***a) Working Group Membership and Remit***

To receive and agree draft Membership and Remit for Joint Working Group on The Glade (enc)<sup>viii</sup>

#### ***b) Town Cllr Representatives***

To agree two Cllrs to join the working group.

### **12. Reports from Outside Bodies**

#### ***a) Prudhoe Youth Project***

To receive quarterly progress report and record any questions for response (enc)<sup>ix</sup>

#### ***b) Stomping Grounds Forest School***

To receive report of Prudhoe Town Council funded provision during May half-term, and record any questions for response (enc)<sup>x</sup>

### 13. Correspondence

To receive, and to agree any matters to be added to future agenda

- i. Karbon Homes – Play Park at Castle Lea (enc)<sup>xi</sup>
- ii. Royal British Legion – 100<sup>th</sup> Anniversary (enc)<sup>xii</sup>
- iii. Resident Letter – Public Seat Request Cockshott Dene/Tyne View Retail Park (enc)<sup>xiii</sup>
- iv. Resident Letter – Request for more live-streaming of town council meetings (enc)<sup>xiv</sup>
- v. Resident Letter – Public Transport (enc)<sup>xv</sup>

## AGENDA – PLANNING, CONTRACT AND WORKS COMMITTEE OF PRUDHOE TOWN COUNCIL

### 14. Planning Matters

#### a) Planning Applications

To receive and agree a response for each of the following Planning Applications, received since 19<sup>th</sup> May 2021 (*click on each link to open the application on the NCC Planning Portal*):

[Lincoln House Drawback Prudhoe Northumberland NE42 5BE](#)

**Removal of existing garage and replace with new garage and room above**

[Ref. No: 21/01933/FUL](#)

[144 Castle Road Prudhoe Northumberland NE42 6PW](#)

**Proposed first storey extension to side above existing garage**

[Ref. No: 21/01819/FUL](#)

[124 Western Avenue Prudhoe Northumberland NE42 6QB](#)

**Proposed balcony to rear**

[Ref. No: 21/01512/FUL](#)

[24 Bells Lonnen Castlefields Prudhoe NE42 5FR](#)

**Construction of a single storey side extension**

[Ref. No: 21/01563/FUL](#)

[Land South of Broom House Lane Station Road Prudhoe Northumberland](#)

**Erection of a 72-unit, Extra Care housing facility, including associated staff and communal facilities, parking, access, and landscaping.**

Ref. No: 21/00160/PREAPP (no link, details emailed to Cllrs)

#### b) Planning Decisions

To agree to receive the NCC Planning Decisions, received since 19<sup>th</sup> May 2021, (click on each link to open the application decision on the NCC Planning Portal):

[21/00686/FUL Belmont House Highfield Lane Prudhoe NE42 6EY](#)

**Extend the existing rear single storey extension and form new hip end roof. Install new PVC doors and windows within the new extension. Insert 3 Velux windows within the rear elevation roof**

Northumberland County Council GRANTED permission.

[20/04316/FUL Unit 2A Prudhoe Retail Park Prudhoe Northumberland](#)

**Installation of two air conditioning condenser units in security cage and two extract grilles**

Northumberland County Council GRANTED permission.

### 15. Tender for Re-painting Public Seats, Memorial Seats and Seats within Bus Shelters

To agree to commence procurement process for works identified following Clerk's inspection, with tenders brought back to meeting of the Planning, Contract and Works Committee on 11<sup>th</sup> August 2021.

## **16. New Litter Bins**

To agree to order six Glasdon Jubilee 110litre litter bins, with £2,800 budget set aside, replacing litter bins according to life-span sort following inspection of assets carried out by the Clerk

## **17. Christmas Lights**

To consider and agree repairs and improvements to Christmas Lights stock and displays for 2021 (enc)<sup>xvi</sup>

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<sup>i</sup> [Draft Minutes of the Annual Meeting \(including PCW's Meeting, 19<sup>th</sup> May 2021](#)

<sup>ii</sup> [Draft Minutes of the Human Resources Committee Meeting, 21<sup>st</sup> April 2021](#)

<sup>iii</sup> [Clerk's Report \(June\)](#)

<sup>iv</sup> Budget & Expenditure – June 2021 Update

<sup>v</sup> [Bank Reconciliation 8<sup>th</sup> May – 9<sup>th</sup> June 2021](#)

<sup>vi</sup> [Accounts Schedule – from 18<sup>th</sup> May 2021](#)

<sup>vii</sup> [Alternative Scheme of Delegation](#)

<sup>viii</sup> [The Glade – Membership and Remit of Joint Working Group](#)

<sup>ix</sup> [PYP Quarterly Progress Report](#)

<sup>x</sup> [Stomping Grounds Forest Schools Report](#)

<sup>xi</sup> Karbon Homes – Play Park at Castle Lea

<sup>xii</sup> Royal British Legion – 100<sup>th</sup> Anniversary

<sup>xiii</sup> Resident Letter – Public Seat Request

<sup>xiv</sup> Resident Letter – Live Streaming

<sup>xv</sup> Resident Letter – Public Transport

<sup>xvi</sup> [Christmas Lights – Repairs and Improvements](#)