



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

17th July 2026

To all members

You are hereby summoned to attend the Ordinary Meeting of Prudhoe Town Council on Thursday 23rd July 2026, at 7:00pm, 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.

Yours faithfully

Shirley Ann Gaut Hall
Town Clerk

www.prudhoetowncouncil.gov.uk
Email: clerk@prudhoetowncouncil.gov.uk
Office Telephone Number: (01661) 835487
Mobile Telephone Number: 07495856624

**AGENDA FOR THE ORDINARY MEETING
OF PRUDHOE TOWN COUNCIL**
to be held on **THURSDAY 23rd JULY 2026** commencing at 7:00PM
at The Spetchells Centre, Meeting Rooms 1 & 2 Front Street, Prudhoe, NE42 5AA

This meeting is open to the press and public (except for confidential items.)

AGENDA – ORDINARY MEETING OF PRUDHOE TOWN COUNCIL

1. Welcome by Chair

Meeting opened by Chair Cllr Dot Dickinson.

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. Public Participation

Please telephone or email the Council Office with questions on items on the agenda no later than 12 noon on Wednesday 22nd July 2026.

6. Draft Minutes of the Ordinary Meeting held on 25th June 2026

To receive and agree the minutes as a true record (enc)ⁱ

7. Draft Minutes of the Finance and Human Resources Committee Meeting held on 15th July 2026

To receive draft minutes and endorse agreed actions which will be presented for agreement as a true record, at the next Finance and Human Resources Committee meeting scheduled 10th September 2026 (enc)ⁱⁱ

8. Reports

a) Chair's Report

To receive a report from Cllr Dot Dickinson about public engagements attended and scheduled.

b) Clerk's Report

To receive a report on items actioned and general information to update the Council.

c) County Cllrs Reports

To receive reports from County Cllr Angie Scott (Prudhoe West & Mickley), County Cllr Lawrence O'Donnell (Prudhoe North & Wylam), County Cllr Gordon Stewart (Prudhoe South.)

9. Financial Update

To receive reports and raise any questions.

a) Schedule of Accounts Paid/To be Paid

To endorse those accounts paid via delegated authority and approve those accounts to be paid since 28th May 2026 (enc)ⁱⁱⁱ – to follow

b) Bank Reconciliation

To receive the Bank Reconciliation from 10th June – 9th July 2026 (enc)^{iv}

c) Statement of Budget and Expenditure

To receive statement to date (enc)^v – to follow

10. Mayor's Allowance Policy

To review and adopt the Mayor's Allowance Policy, setting out the arrangements for the payment and administration of the Mayor's Allowance in accordance with the Council's approved budget and governance procedures. (enc)^{vi}

11. Maternity Leave/Recruitment

To consider and agree the recommendations of the Finance and Human Resources Committee in respect of maternity cover for the Deputy Clerk, including the recruitment of a fixed-term Administration Assistant for a period of up to 12 months, working 20 hours per week over four days. The advertisement of the vacancy during August 2026, interviews to be held in early September 2026, the appointment of Members to serve on the interview panel, and the provision of a handover period prior to the commencement of maternity leave, where practicable.

12. Fuse Community Cinema

To receive correspondence from Fuse Community Cinema CIC regarding the closure and mothballing of the Fuse Media Centre, and to consider the potential impact on the future of the community cinema and its contribution to Prudhoe, and determine whether the Town Council wishes to make representations to Northumberland County Council in support of retaining the cinema or securing suitable alternative arrangements for its continued operation, equipment storage, and future accommodation (circulated to Councillors 29th June 2026.)

13. Reports from Outside Bodies

To receive following reports and record any questions for response:-

OUTSIDE BODY	CURRENT PTC REPRESENTATIVE(S) 2026-2027
Prudhoe Town Twinning Association	Cllr Chris Barrett & Cllr Jane Johnson
Prudhoe Community Partnership (3 rd Tuesday of the month, bi-monthly)	Cllr Dot Dickinson
Northumberland Association of Local Councils County Committee	Cllr Jonathan Wheeler & Cllr Holly Waddell
East Tynedale Local Council's Forum	Cllr Holly Waddell & Cllr Jonathan Wheeler
Essity Community Consultation Forum (lunchtime meetings at the Mill, when permitted)	Cllr Bryan Futers, Cllr Dot Dickinson & Cllr Val Leslie
Prudhoe Pathforce	Cllr Angie Scott & Cllr Carol Stephenson
NCC Town and Parish Council Liaison Working Group	Cllr Holly Waddell
Tyne Valley Community Rail Partnership	Cllr Gerry Price & Cllr Holly Waddell
Prudhoe Youth Project (PYP) (previously met monthly on a Monday evening)	Cllr Dot Dickinson & Cllr Gerry Price
Borderlands	Cllr Bryan Futers & Cllr Mike Smith
Tyne Valley Parish Council Active Travel Route	Cllr Chris Barrett & Cllr Jonathan Wheeler
Prudhoe Community Partnership Working Group	Cllr Val Leslie, Cllr Gerry Price, Cllr Mike Smith & Cllr Jonathan Wheeler

Climate Change and Biodiversity	Cllr Russ Greig, Cllr Gerry Price, Cllr Mike Smith, Cllr Carol Stephenson & Cllr Jonathan Wheeler
East Centre Advisory Group	Cllr Dot Dickinson, Cllr Val Leslie & Cllr Carol Stephenson

- a) NALC County Committee meeting 4th July, County Hall/Hybrid – circulated 29/06/26
- b) East Tynedale Community Forum 2 June – circulated 06/07.
- c) Borderlands Prudhoe BTIP Part A Update – circulated 17/07.

14. Correspondence

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

- a) West Road Cemetery Bulletin– circulated 22/06, 29/06, 06/07, 14/07.
- b) Prudhoe Arts Festival – circulated 29/06.
- c) NALC Chief Executive Bulletin – circulated 26/06, 09/07.
- d) NALC Events – circulated 29/06.
- e) Grant Aid 26-27 WNF & Impact Report – circulated 29/6.
- f) Crisis and Resilience Fund Workshop – circulated 29/06.
- g) Health Watch Northumberland News & Annual Report – circulated 30/06.
- h) Prudhoe Library Team Feedback to Library Customer Service Redesign – circulated 16/07
- i) Thriving Together newsletter May edition – circulated 17/07.

15. Date of Next Meeting

To note the next Ordinary meeting will be held Thursday 24th September 2026.

16. Planning Matters

To note that the consultation response deadline is 4 August 2026; accordingly, this item has been included on the agenda to enable the Council to consider and agree its response within the required timescale.

a) Planning Applications requiring a response.

To receive and agree a response to the following Planning Applications, received since the Planning, Contract and Works Committee Meeting held 9th July 2026. To view planning applications, please visit the [planning portal](#) and input the reference numbers listed.

Ref: 26/02446/FUL West Wylam Inn Front Street Prudhoe Northumberland NE42 5DQ

Change of use of public house (Sui Generis) to a Class E(a) convenience store, including a single-storey rear extension, internal alterations, infill side window openings, alterations to front fenestration, installation of new shop front signage and external advertising.

Ref: 26/02431/FUL Car Park East Of Blue Bell Mount Pleasant West Mickley Northumberland

Erection of 2no dwellings on the car park area.

17. Exclusion of the Press and Public

To agree to approve a motion to invoke Standing Order 3d) to exclude the press and public, for the remainder of the meeting, in view of the confidential nature of the business to be transacted, permitted under Schedule (12A) Local Government Act 1972, paragraph 3, that they relate to contractor quotes.

18. Work Place Assessment

To receive and consider the findings and recommendations arising from the workplace assessment, including suggested improvements to the Council offices, and to agree any actions required to enhance the working environment, health and safety, staff welfare, and the efficient use of office facilities (enc)^{vii}

19. Front Street Planters

Members are asked to consider the future management and maintenance of the Front Street planters. Preliminary works to empty the planters have proved to be a more substantial undertaking than originally anticipated, owing to the significant volume of gravel contained within each planter. In addition, the

majority of the planters are secured in position with bolts, which has increased the complexity and time required to carry out the works.

Members are therefore requested to consider the available options (enc)^{viii} and agree an appropriate course of action for the removal, refurbishment, or future maintenance of the planters.

ⁱ Drafts Minutes of Ordinary Meeting held 26 June 2026

ⁱⁱ Drafts Minutes of Finance and Human Resources Committee Meeting held 15 July 2026

ⁱⁱⁱ Schedule of Accounts Paid/To be Paid – to follow

^{iv} Bank Reconciliation 10 June to 9 July 2026

^v Statement of Budget and Expenditure to date - to follow

^{vi} Mayors Allowance Policy

^{vii} Work Place Assessment Quotes

^{viii} Planter Option Quotes – to follow