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Town Mayor: Councillor Mrs Eileen Burt

Executive Officer/Clerk to the Council: Richard Whinney

23rd April 2015

Dear Sir/Madam

The Ordinary Meeting of Prudhoe Town Council will be held in Meeting Room 1, the Spetchells Centre, Front Street, Prudhoe, at **7:00pm on Wednesday 29th April 2015**, and you are requested to attend.

Please find as a 'footnote' the items you should expect to be enclosed in this pack. If you find that any items are missing from the pack please contact me.

Yours faithfully

Richard Whinney
Executive Officer / Clerk to the Council

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **Tour of Britain Cycle Race** (in attendance Gareth Davis, Engagement Manager NCC)
4. **Vacancy on Prudhoe Town Council** to acknowledge receipt of Cllr Mrs M Harris' resignation from the council, and agree any action to be taken (enc)ⁱ
5. **Minutes of Ordinary Meeting, held on 25th March 2015** (enc)ⁱⁱ
6. **Matters Arising**
7. **Report of the Planning, Contract and Works Meeting, held on 8th April 2015** (to follow)
8. **Accounts 2014/15** a) End of year Bank Reconciliation (enc)ⁱⁱⁱ, b) Monthly Bank Reconciliations – to receive statements 10th March – 9th April 2015 (enc)^{iv}, c) Statement of Expenditure from 1st April 2014 – 31st March 2015 – to receive statement and note money carried over to budget headings for invoices and to balances (enc)^v
9. **Accounts 2015/16** a) to receive statement of Budget for 2015/16 (previously agreed) (enc)^{vi}, b) to approve allocation of £2,500 for Employer Pension Contributions, to be taken from additional balances, c) to receive updated 'additional balances available' and agree any action to be taken, d) to authorise accounts to be paid since last meeting, and to endorse accounts already paid (to be tabled)

- 10. Highfield Park Play Consultation** to receive and consider the findings of visits to Prudhoe West First School and Highfield Middle School in relation to submitted proposals for play equipment (to be tabled)
- 11. Town Council Insurance** to receive the council's Insurance Policy Schedule for 2015/16 and agree any action to be taken (enc)^{vii} NB. *(full policy will be tabled)*
- 12. Northumbria in Bloom** to receive judges feedback from Northumbria in Bloom Spring visit on Friday 10th April (enc)^{viii}
- 13. The Prudhoe Market** to receive verbal report of meeting held on Friday 24th April 2015, and agree any action to be taken
- 14. Reports from outside bodies**
- Northumberland County Council
 - Prudhoe Community Partnership
 - East Tynedale Local Councils Forum
 - Northumbria Citizens Advice Bureau (encs)^{ix}
- 15. Annual Town Meeting** to note the date of the Annual Town Meeting, to be held on Tuesday 19th May, from 6:15pm, and agree any action to be taken
- 16. Correspondence and Publications** to receive a report on items submitted since the last meeting (to be tabled)

To approve a motion that, in view of the confidential nature of the business to be transacted, the press and public be excluded for consideration of the following item, in accordance with Section 68 of the Council's Standing Orders:-

- 17. Highfield Park Play Equipment** to receive tenders in respect of junior and toddler play areas and agree action to be taken (encs)^x

Enclosures

- ⁱ Guidance received from NCC Electoral Service Manager
- ⁱⁱ Minutes of the Ordinary Meeting, held on 25th March 2015
- ⁱⁱⁱ Bank Reconciliation 1st April 2014 – 31st March 2015
- ^{iv} Bank Reconciliations, 10th March – 9th April 2015
- ^v Statement of Budget & Expenditure 1st April 2014 – 31st March 2015
- ^{vi} Statement of Budget and Expenditure 2015/16
- ^{vii} Insurance Policy Schedule 2015/16
- ^{viii} Northumbria in Bloom Spring Judging Feedback
- ^{ix} NCAB Update, Quarterly Prudhoe Report, poster for CAB in Spetchells Centre
- ^x Tenders for Highfield Park from Playdale, Sutcliffe Play and The Play Practice