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Town Mayor: Councillor Mrs Jennifer McGee

Executive Officer/Clerk to the Council: Richard Whinney

24th November 2016

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 30th November 2016**, 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. **Minutes of Ordinary Meeting, held on 26th October 2016** to receive (to follow)
4. **Matters Arising**
5. **Minutes of the Extra-Ordinary Meeting of the Council, incorporating the Meeting of the Planning Contract & Works Committee held on 9th November 2016** to receive (to follow)
6. **Matters Arising**
7. **Minutes of the Extraordinary Meeting of the Council held on 22nd November 2016** to receive (to follow)
8. **Matters Arising**
9. **Human Resources Committee** a) to receive the actions of the **meeting held on 26th July 2016** (to follow), b) to receive the actions of the **meeting held on 23rd September 2016** (to follow)
10. **Standing Orders of Council: Closure of Evening Meetings** to consider whether to adopt draft standing order with respect to closure of evening meetings at no later than 9.30pm (enc)ⁱ
11. **Council Vacancy** to receive confirmation that no poll has been called and agree if council wishes to co-opt member (enc)ⁱⁱ (enc)ⁱⁱⁱ
12. **Accounts** a) **Bank Reconciliations 8th October – 9th November** to receive 2016 (enc)^{iv} b) **Statement of Expenditure from 1st April 2016 to 24th November 2016** to receive statement and agree movement of money from

- Contingency (enc)^v c) **Authorisation of Accounts** to be paid since last meeting, and endorsement of accounts already paid (to be tabled)
13. **Internal Audit** to receive explanation of minor queries raised by internal auditor (enc)^{vi}
 14. **Precept Notification** to formally receive notification of precept demand required by 27th January 2017 (enc)^{vii}
 15. **Budget 2017/18** to agree any new budget considerations to be investigated prior to the December meeting
 16. **West Road Speed Survey** to receive report of outcome of speed survey and agree any action to be taken (enc)^{viii}
 17. **Cottier Grange Development: Construction Access** to receive report from Developer concerning site access via Moor Road and agree any action to be taken (enc)^{ix}
 18. **Northumberland County Council: Local Services Liaison** to receive report of meeting held on 3rd November 2016 and agree any action to be taken (to follow)
 19. **Eastwood Park** to receive report of meeting held on 8th November 2016 and agree any action to be taken (to follow)
 20. **Castlefields Toddler Play Area** to receive update and agree any action to be taken (enc)^x
 21. **Highfield Park Toddler Roundabout** to receive update on roundabout removed from toddler play area and agree any action to be taken (enc)^{xi}
 22. **Northumberland Local Plan Core Strategy: Pre-Submission Draft – Proposed Further Major Modifications Consultation** to receive link to additional consultation, applicable only to modifications
http://northumberland-consult.limehouse.co.uk/portal/planning/core_strategy/csfmm
 23. **December Meetings** to agree
 24. **Reports from outside bodies**
 - Northumberland County Council
 - Prudhoe Community Partnership
 - Tyne Valley Community Rail Partnership
 - Prudhoe Pathforce (enc)^{xii}
 - East Tynedale Local Councils Forum
 - Any other organisations
 25. **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 items, in accordance with Section 68 of the Council's Standing Orders:-

26. **Confidential Minutes of Ordinary Meeting, held on 26th October 2016** to receive (to follow)
27. **Confidential Minutes of the Extra-Ordinary Meeting of the Planning, Contract and Works Committee, held on 9th November 2016** (to follow)
28. **Minutes of the Extraordinary Meeting of the Council held on 22nd November 2016** to receive (to follow)
29. **Human Resources Committee** a) to receive the confidential minutes of the meeting held on 26th July 2016, and agree any action to be taken (enc)^{xiii},
b) to receive the confidential minutes of the meeting held on 23rd September 2016, and agree any action to be taken (enc)^{xiv}

Enclosures

- i Draft Standing Order 29 (n)
- ii Legal Advice relating to co-option when less than 6 months of term remains
- iii Co-option Guidance
- iv Bank Reconciliations, 8th October – 9th November 2016
- v Statement of Budget & Expenditure 1st April – 24th November 2016
- vi Explanation of minor issues raised by internal auditor
- vii Precept Notification from NCC
- viii Report of West Road Speed Survey carried out by NCC
- ix Correspondence from Gentoo Homes
- x Correspondence from office of Guy Opperman MP
- xi Report on roundabout taken out of Highfield Park Toddler Play Area
- xii Minutes of Pathforce Meeting, 19th September 2016
- xiii Minutes of the Human Resources Meeting, 26th July 2016
- xiv Minutes of the Human Resources Meeting, 23rd September 2016