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Town Mayor: Councillor Mrs Eileen Burt

Executive Officer/Clerk to the Council: Richard Whinney

22nd March 2016

Dear Sir/Madam

The Ordinary Meeting of Prudhoe Town Council will be held in Meeting Room 1, the Spetchells Centre, Front Street, Prudhoe, commencing 7pm on Wednesday 30th March 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. The Fuse Media Centre** David Brewis (Board Member) in attendance
- 4. Report of the Planning, Contracts and Works Committee Meeting, held on 9th March 2016** (enc)ⁱ
- 5. Minutes of Ordinary Meeting, held on 24th February 2016** (enc)ⁱⁱ
- 6. Matters Arising**
- 7. Accounts** a) Monthly Bank Reconciliations – to receive statements 10th February 2016 – 9th March 2016 (enc)ⁱⁱⁱ (enc)^{iv}, b) Statement of Expenditure from 1st April 2015 – 23rd March - to receive statement (enc)^v c) Endorsement of accounts paid since last meeting, and authorisation of accounts to be paid (to be tabled)
- 8. Office Improvements** to receive update with regard to office photocopier and telephones (enc)^{vi}
- 9. Presentation of Financial Information** to receive information regarding changes to how financial information is presented (enc)^{vii}
- 10. Western Avenue** speed limit improvement measures (enc)^{viii} (Placed on the agenda by Cllr Mrs Burt)
- 11. British Gas/Community Action Northumberland FREE Energy Monitors** (enc)^{ix}

- 12. Castle Dene Allotments** to receive response from Northumberland Estates regarding rent review on allotments (enc)^x
- 13. Cemetery & Memorial Sub-Committee** to receive report of the meeting held on 10th March 2016, and agree any action to be taken (enc)^{xi}
- 14. Annual Town Meeting** to agree the date and details of the Annual Town Meeting and agree any action to be taken
- 15. Reports from outside bodies**
- Northumberland County Council
 - Prudhoe Community Partnership
 - Prudhoe Pathforce (enc)^{xii}
 - Any other organisations
- 16. Correspondence and Publications** to receive a report on items submitted since the last meeting (to be tabled)

Enclosures

- ⁱ Report of the Planning, Contract and Works Committee Meeting, held on 9th March 2016
- ⁱⁱ Minutes of the Ordinary Meeting, held on 24th February 2016
- ⁱⁱⁱ Bank Reconciliations, 10th February – 9th March 2016
- ^{iv} Note on Highfield Park income
- ^v Statement of Budget & Expenditure 1st April 2015 – 25th February 2016
- ^{vi} Summary of office improvements
- ^{vii} Summary of changes to financial presentation
- ^{viii} Option 1 and 2 for traffic calming measures
- ^{ix} Details of FREE energy monitors given by SICA to distribute to Prudhoe residents
- ^x Response from Northumberland Estates on rent increase for Castle Dene Allotments
- ^{xi} Report of the meeting held on 10th March 2016
- ^{xii} Minutes of the meeting held in November