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Town Mayor: Councillor Gerry Price

Executive Officer/Clerk to the Council: Richard Whinney

20<sup>th</sup> July 2017

Dear Sir/Madam

The Ordinary Meeting of Prudhoe Town Council will be held in Meeting Room 1, the Spetchells Centre, Front Street, Prudhoe, commencing at 7 pm **on Wednesday 26<sup>th</sup> July 2017**, and you are requested to attend.

**This is a public meeting.**

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.

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 the office.

Yours faithfully

Sarah Eden  
Administrative Officer (Acting Clerk)

**AGENDA**

- 1. Apologies for Absence**
- 2. Declarations of Interest**
- 3. DRAFT Minutes of Ordinary Meeting, held on 28<sup>th</sup> June 2017 (enc)<sup>i</sup>** to receive
- 4. Matters Arising**
- 5. County Councillor Reports**
  - a) To receive local updates from County Councillors, and present any questions (enc)<sup>ii</sup>
  - b) To receive information relating to Northumberland County Council, and agree any action to be taken
- 6. DRAFT Report of the Planning, Contracts and Works Committee, held on 12<sup>th</sup> July 2017 (enc)<sup>iii</sup>**
- 7. Accounts**
  - a) Monthly Bank Reconciliations – to receive statements 10<sup>th</sup> June – 9<sup>th</sup> July 2017 (enc)<sup>iv</sup>
  - b) Statement of Expenditure from 1<sup>st</sup> April 2017 – 20<sup>th</sup> July - to receive statement (enc)<sup>v</sup>
  - c) To review quarterly spending and agree to move money as recommended by the RFO (enc)<sup>vi</sup>
  - d) Endorsement of accounts paid since last meeting, and authorisation of accounts to be paid (to be tabled)

- 8. Governance and Accountability** to appoint two Councillors to carry out a 'Review of the Effectiveness of Internal Controls' for the year ending March 2018
- 9. RoSPA Play Safety Report Summaries** (enc)<sup>vii</sup>
- a) To receive summary information relating to Orchard Hill Play Area, and agree any action to be taken
  - b) to receive summary information relating to The Copse Play Area, and agree any action to be taken
  - c) to receive summary information relating to Castle Dene Play Area, and agree any action to be taken
  - d) to receive summary information relating to Highfield Park and Skate Park, and agree any action to be taken
- 10. Castlefields Play Provision** to receive formal offer (enc)<sup>viii</sup> and site plan (enc)<sup>ix</sup> from Bellway Homes and Persimmon Homes, and agree any action to be taken
- 11. Road-Ends Toilets** to receive verbal update and agree any action to be taken
- 12. Prudhoe East Youth Service** to receive verbal update, and agree any action to be taken
- 13. Citizens Advice Northumberland**
- a) to receive quarterly report (enc)<sup>x</sup>
  - b) to agree suitable dates, in early August, to meet Citizens Advice Northumberland Board to discuss future plans for service provision
- 14. Water Provider** to consider alternative provider for Allotments and Cemetery in view of savings presented by Love Energy and agree any action to be taken (enc)<sup>xi</sup>
- 15. East Tynedale Parish & Town Council Forum** to agree to endorse the contribution £300/year to support the meetings of the Forum (enc)<sup>xii</sup>
- 16. Tyne Valley Community Rail Partnership** to receive invite to Annual General Meeting on 5<sup>th</sup> October 2017, and consider nominating candidate to sit as a shareholder on the board (enc)<sup>xiii</sup>
- 17. Reports from outside bodies**
- Prudhoe Community Partnership
  - Any other organisations
- 18. 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:-*

- 19. DRAFT Confidential Minutes of Ordinary Meeting, held on 28<sup>th</sup> June 2017** (enc)<sup>xiv</sup> to receive

## **Enclosures**

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- i Draft Minutes of the Ordinary Meeting, held on 28<sup>th</sup> June 2017
- ii Local updates communicated
- iii Report of the Planning, Contract and Works Committee, held on 12<sup>th</sup> July 2017
- iv Bank Reconciliations, 10<sup>th</sup> June – 9<sup>th</sup> July 2017
- v Statement of Budget & Expenditure 1<sup>st</sup> April 2016 – 20<sup>th</sup> July 2017
- vi Recommended movement of money
- vii RoSPA Play Safety Report Summaries for Orchard Hill, The Copse, Castle Dene and Highfield Park
- viii Offer letter from Bellway Homes and Persimmon Homes
- ix Open Space site plan for transfer, marked red
- x CAB Quarterly Report – July 2017
- xi Water Provider Comparison
- xii Questionnaire and sums requested from each Parish/Town Council
- xiii Tyne Valley Community Rail Partnership, invite and nomination request
- xiv Draft Confidential Minutes of the Meeting, held on 28<sup>th</sup> June 2017