

PRUDHOE TOWN COUNCIL

DRAFT Minutes of Ordinary Meeting held in The Spetchells Centre at 7:00pm, 27th July 2016**PRESENT**

Cllr Mrs J McGee (Chair), Cllr E Dobson, Cllr B Futers, Cllr A Gill, Cllr C Cuthbert, Cllr A Reid, Cllr K Graham, Cllr Mrs E Burt, Cllr Mrs N McGee, County Cllr Mrs A Dale

1617/042 Apologies for Absence Cllr G McCreedy, Cllr A Piper, Cllr G Simpson, Cllr G Price

1617/043 Minutes of the Ordinary Meeting, held on 29th June 2016

It was AGREED to receive the minutes as a true record.

Proposed: Cllr Mrs E Burt

Seconded: Cllr A Gill

1617/044 Matters Arising

Page 4, 1617/035, the Clerk confirmed that the list of local schools had been supplied to Northumbrian Water Limited.

Page 6, 1617/037, the Clerk reported that grass-cutting lists would be included in the Planning, Contract and Works Committee in August.

Page 7, 1617/038, the Clerk advised that he had written to Northumberland County Council as agreed, additionally the clerk had contacted NALC to ask to be in touch with a planning expert.

Cllr Mrs J McGee recommended that 'Speeding in Prudhoe' be taken earlier in the agenda as members of the public were present for the item.

1617/045 Speeding in Prudhoe

Cllr Mrs J McGee summarised the letter received concerning speeding through Prudhoe, especially with respect the stretch of road past Prudhoe West First School, from Dr Syntax onwards. Cllr Mrs J McGee asked for suggestions from Cllrs.

Cllr Mrs Burt proposed that initially the council should write the NCC to ask for a speed survey to be carried out on this stretch of road, this would give some evidence of the speed at which traffic is passing through and the council can then agree a course of action with County Council.

Cllr Mrs J McGee alluded to other methods available. Cllr Mrs Burt explained that other areas have Community Volunteers who have speed guns and are trained to use them, they were present in Stocksfield but no-one had come forward in Prudhoe. Cllr Mrs Burt clarified that volunteers are not able to take action but those 'caught' would be contacted by the police.

Cllr Futers agreed that this was something that Northumbria Police are trying to encourage in local communities and that it was evident in Ponteland also. Cllr Mrs Burt commented that the town council may have to pay for the purchase of the speed guns but that this should not pose a problem.

Cllr Reid declared that he was familiar with the spot being described and when he frequently passed the junction he was aware that it was often a case of 'get out of the way quickly', agreeing that it was an understandable concern. Having said that Cllr Reid went on to comment that complaints about motorists driving too quickly have increased over the last ten years with hot spots on Station Bank, South Road, past the Falcon and in a number of other areas but that if flashing signs and speed cameras were installed everywhere motorists would think they were being persecuted, additionally Cllr Reid stated that flashing signs lose their impact unless they are moved around. Cllr Reid agreed that member's funds from himself and Cllr Mrs Burt could be used to purchase movable signs warning of speed but he agreed that evidence was required first and a starting point would be hand-held cameras as discussed.

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Cllr Mrs Burt responded that a flashing speed sign was purchased by Cllr Neil Bradbury during his time as County Cllr and three or four posts were installed for this purpose. Cllr Mrs Burt stated that the council needed to ascertain where this sign was now.

Resident of West Road was permitted the opportunity to address the council. Resident A stated that recently she had been walking along West Road at approximately 5:30pm and a car passed travelling at least 60mph, when they approached the pedestrian crossing their brakes were slammed on. Resident A said 'give me a speed gun and I will catch them'.

Resident A also stated that her brother had been 'caught' by volunteers at West Mickley and he was only travelling at 31mph. A second resident stated that she had contacted the council many times, as had her father who had been dead for 5 years; she questioned why nothing was ever done in Prudhoe with regards to speeding, adding that something permanent needs to be put in place as temporary measure were futile as drivers warned each other.

Resident A stated that Mickley and Stocksfield have measures in place to reduce speeding and asked why Prudhoe Councillors could not achieve what County Councillor Mrs Dale could achieve.

Cllr Futers agreed with the comments made regarding double-yellow lines and supported that Northumbria Police and Traffic Wardens do not issue tickets in Prudhoe, where as teams in Newcastle and Gosforth would.

Cllr Mrs J McGee also offered that a resident had contacted the council about warning motorist about the junction ahead on the A695; with reference to the fact that warning signs were in place travelling from the east but not from the west. The Clerk had advised that this was a cross-county issue and concerns would need to be addressed to Gateshead Council.

It was AGREED to contact Gateshead Council about warning signs of the approaching junction on the A695, travelling east.

It was AGREED to contact NCC to request a speed survey on the B6395 between the Dr Syntax and Prudhoe West First School and to locate the previously purchased 'flashing speed sign'. It was also AGREED to investigate the Community Volunteers Scheme.

1617/046 Planning Applications

Cllr Reid wished to have it recorded that he would take no part in the discussion in view that he is a Member of the West Area Planning Committee.

General – West Wylam Ward — Planning Ref. 16/02081/OUT

Proposal: Outline application for development of up to 30 no. residential dwellings, including all ancillary works, with all matters reserved apart from access

Location: Land South of Broom House Lane, Station Road, Prudhoe, Northumberland

Applicant: Mr Guy Munden, The Northumberland Estates, Estates Office, Alnwick Castle, Alnwick Northumberland NE66 1NQ

The Council agreed to SUPPORT the application in principle.

Proposed: Cllr Mrs J McGee

Seconded: Cllr Mrs E Burt

The Council considered that there was no reason to object to the application given that planning permissions (which are still 'live') had previously been given for larger developments on this site. However, the Council stated that its support was subject to:

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(i) proper provision (Sustainable Urban Drainage Systems) being put in place to deal with the acknowledged presence of water on the site

(ii) noise attenuation measures being put in place, particularly in respect of the residential streets Cranleigh Grove and Neale Street, to limit the impact of the development on other residents.

General – Castlefields & Low Prudhoe Ward — Planning Ref. 16/02082/OUT

Proposal: Outline application for mixed-use development comprising Class A1 (retail development) and / or Class A3 / A5 (drive-thru restaurant) and / or Class A3 / A4 (family pub / restaurant) and / or Class C1 (hotel) and / or petrol station (sui generis) with associated access

Location: Land South of Low Prudhoe Industrial Estate, Prudhoe, Northumberland

Applicant: Prudhoe Estates LLP, c/o The Northumberland Estates, Estates Office, Alnwick Castle, Alnwick Northumberland NE66 1NQ

The Council agreed to SUPPORT the application in principle

Proposed: Cllr E Dobson

Seconded: Cllr A Gill

The council discussed that the investment in the town would be positive, and could reduce the outflow of trade to other locations. However, the Council stated that its support was subject to the following:

(i) that Northumberland County Council, as the authority responsible, ensured that a full flood risk assessment was carried out, as deemed necessary by the authority itself and by the Environment Agency, and ensured that sustainable drainage solutions were put in place;

(ii) that transport issues were properly addressed: at present the travel plan was 'vague' 'tentative' and 'inadequate'. The travel plan was also *inaccurate* in at least one respect, as the number of bus services serving Low Prudhoe was only 2 per hour (the Go North East '10B' service) and not 4 per hour as stated. Further it was noted that the development site was as much as 2 kilometres distant from the bus service serving Low Prudhoe;

(iii) that the concerns raised by the County Ecologist in respect of protected species on the site were addressed.

General - West Wylam Ward — Planning Ref. 16/02083/OUT

Proposal: Outline application for retail development comprising Class A1 (shops) and / or Class A2 (financial and professional services) and / or Class A3 (food and drink) and / or Class A5 (hot food takeaway) and / or betting offices (sui generis) with associated access

Location: Land South of Broom House Lane, Station Road, Prudhoe, Northumberland

Applicant: The Northumberland Estates, Estates Office, Alnwick Castle, Alnwick Northumberland NE66 1NQ

The Council agreed to SUPPORT the application in principle, as being good for the town.

Proposed: Cllr Mrs J McGee

Seconded: Cllr Mrs E Burt

However, the Council also agreed that it should be stipulated that this, the town centre retail development, should take place *before* the development proposed in application 16/02082/OUT, at Low Prudhoe.

1617/047 Report of Planning Contract & Works Committee Meeting held on 13th July 2016

It was **AGREED** to receive the report

Proposed: Cllr E Dobson

Seconded: Cllr Mrs E Burt

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Proposed: Cllr Mrs Burt

Seconded: Cllr A Gill

b) Statement of Expenditure from 1st April to 21st July 2016

The chair advised that members had been presented with a new copy of the Budget and Expenditure. Grant Aid paid to Prudhoe Community Partnership was recorded under 'Grant Aid' as well as 'Prudhoe Community Partnership' and therefore an over-spend was showing in Grant Aid; this error was rectified on the new sheet. Also the 'Spend V Budget' formula for the TV Licence Scheme was incorrectly displaying £14,000 rather 17%; this error was also rectified on the new sheet.

It was AGREED to receive the Statement of Expenditure

Proposed: Cllr Mrs E Burt

Seconded: Cllr Mrs N McGee

c) Accounts to pay/paid. The schedule of accounts was tabled.**It was AGREED to pay the accounts listed and endorse those accounts already paid**

Proposed: Cllr Mrs E Burt

Seconded: Cllr Mrs N McGee

1617/049 Annual Return

a) **It was AGREED** to receive annual governance statement for year ended 31st March 2016 and to **APPROVE** that it be signed by the chairman and the clerk.

b) **It was AGREED** to receive the accounting statements for the year ended 31st March 2016, and **APPROVE** that it be signed by the Chairman and the Responsible Financial Officer.

c) **It was AGREED** to receive and approve for return Appendix 1, Appendix 2 and Intermediate Review Questionnaire

d) **It was AGREED** to receive and approve for submission the 2015-16 Report on Financial Variances.

1617/050 Human Resources Committee

Cllr Mrs J McGee offered her formal resignation from the Human Resources Committee in view of the workload already required as Chairman of the Council.

It was AGREED to receive Cllr Mrs J McGee's resignation and to appoint another member to the Human Resources Committee.

Cllr Mrs J McGee proposed Cllr Ms J Rose; this was seconded by Cllr Reid.

Cllr B Futers proposed Cllr A Gill; this was seconded by Cllr Mrs C Cuthbert.

It was AGREED to appoint Cllr Ms J Rose onto the Human Resources Committee at 6/3.

1617/051 Centenary Fields

Cllr Mrs N McGee spoke in favour of the council pursuing Highfield Park as a Centenary Field in view that it was an open recreational space.

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It was **AGREED** to contact Northumberland Estates in the first instance, as the landowners, to request permission to apply for the park to be delegated, subject to a positive response the Council would apply to become a Centenary Field as well as becoming a member of Fields in Trust.

Proposed: Cllr Mrs N McGee

Seconded: Cllr Mrs J McGee

1617/053 Eastwood Park Play Provision

a) It was **AGREED** to receive report of the meeting held on 7th July with Sam Talbot (NCC Green Spaces) and Emma Evans (Active Northumberland)

b) It was **AGREED** to receive a tabled report of the site meeting held on 14th July which is summarised below.

At the site meeting it was agreed by all present that the Park was in a pretty bad state and that some areas were no longer usable due to their condition. It was agreed both the junior and Toddler Play areas needed to be located at the Southern end of the Park and that equipment should be replaced, however retaining the footprint of the toddler area. The boundary fence was assessed as being in good condition but requiring a re-paint. It was considered that shrubbery should be removed, including five large Cypress trees, and the grassed area extended to ensure easier maintenance. Removing trees would also give an open view of the Multi-Use Games Area to the south-east of the site. It was agreed that rather than demolishing the Bowls Pavilion that it should be refurbished, made secure and that this should be used for storage of sporting equipment. It was agreed that the storage container used by the cricketers should be removed.

Sam Talbot highlighted an area of fresh water that forms in pools in the park and that with some external help this could be made into a feature.

With regard to the large fenced-off surfaced areas in the south-east corner, it was agreed that these required attention, especially in respect to re-surfacing. It was thought that one of the areas could be used as for tennis and basketball and the other as a multi-use games area/skate boarding.

It was agreed that consultation with residents/public would be necessary and that lighting would have to be investigated.

County Officers present at the site meeting confirmed that £50,000 funding was available from Northumberland County Council, but both Cllr Reid and Cllr Mrs J McGee stated that this was not enough. Officers responded that other sources of funding could be looked at, it was felt separate pavilion funding may be available.

The possibility of the Northern area of Park next to proposed new car-park which comprises of junior play area and an adjacent grassed area was discussed as a potential area which could be fenced off and used as a dogs play/walking area, hopefully leaving the rest of the park 'dog-free'.

Officers agreed to draw up a master-plan based on what had been discussed with a view to inviting interest from play providers. It was agreed that play equipment and play areas was a priority.

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1617/054 Prudhoe Neighbourhood Management Meeting

It was AGREED to receive the report of the meeting held on 20th July 2016

Cllr Gill questioned the statement made at the meeting with regard to signage. NCC Officer has stated that signs had been put up in the town but Cllr Gill said that the only new sign he had seen was for the Fuse Media Centre, nothing for parking, toilets or leisure centre. **Cllr Gill AGREED** to contact the officer directly.

Cllr Futers commented that at the end of the meeting there had been mention of the coal board and flooding issues. **It was AGREED** that this should be included on a future agenda and the relevant people should be invited to attend.

1617/055 Local Transport Plan (LTP) Programme 2017-18

a) **It was AGREED** to receive highways and transport related requests held on database by Northumberland County Council for the Prudhoe area in the last three years.

The following three priorities were AGREED:

FIRST Front Street re-surfacing
 SECOND Redwell Road/South Road/Homedale re-surfacing
 THIRD Pedestrian Crossing at Mickley Square

1617/056 Hate Crimes

Cllr Mrs Burt expressed that she had been written to by a resident about the council's stance on 'hate crimes' and that she agreed it was important that the council made clear its abhorrence of any actions of this nature. Cllr Mrs Burt went on to say that she hoped the council would support a public statement of this nature as there had been a number of incidents reported around the county, although none more locally. Cllr Mrs Burt stated that it is important to raise awareness of the need to report such incidents.

It was AGREED that the Council would not tolerate any action or incident where the victim, or anyone else, thinks it based on someone's prejudice towards them because of their race, religion, sexual orientation, disability or because they are transgender.

1617/057 Tyne Valley Flood Review

Cllr Mrs J McGee proposed that the council respond further to Ed Rollason to suggest drop-in and workshops at the Spetchells Centre and that John Robson may be a good source of local knowledge, as well as businesses at Low Prudhoe.

Cllr Dobson suggested that it would be wise to run a combined drop-in and workshop as there was no knowing what would appeal.

It was AGREED to offer to pay for the room at the Spetchells Centre, to put Mr Rollason in touch with the right people and to promote the event.

1617/058 West Mickley Play Area

Cllr Cuthbert asked for progress of plans that had been mooted for West Mickley Play Area for some time. Cllr Mrs Cuthbert stated that the play area required updating and although it was expected that the council would wait until the asset had been transferred, this did not appear to be happening very quickly. And she proposed that there was a push to make this happen. Cllrs Mrs Cuthbert expressed that she had spoken with residents and visited other play areas and would like to look at it and see what can be done with the funding available.

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It was **AGREED** that the transfer of Play Areas should be prioritised and that a scheme for West Mickley should be actioned.

Proposed: Cllr Mrs C Cuthbert

Seconded: Cllr Mrs E Burt

1617/059 Events Committee

It was **AGREED** to receive report of the meeting held on 25th July.

It was **AGREED** to investigate more activities for toddlers at Highfield Fest and to look at who the event was aimed at.

It was **AGREED** to promote the Kite Festival via a delivery drop in Prudhoe and surrounding areas, as well as promoting the SCA Miner's Race on the reverse.

Cllr Mrs Cuthbert asked for clarifications of the additions with respect to the town's annual Christmas lights. The clerk responded that these were:

- The two sets of pea-lights being removed from the Oakland's car park area would be repositioned in trees at Road Ends, opposite Dr Syntax
- Further white pea-lights to be installed on a number of trees in The Glade.
- A waving Santa Claus would be added the lighting column at the entrance to the Oakland's car-park.

Cllr Cuthbert reminded Cllrs that it was agreed in the budget that a Christmas tree and lights would be placed in Mickley. The Clerk advised that this had been omitted but that he would contract Christmas Plus to add the lights onto the order. Cllr Mrs Burt apologised on behalf of the committee as Mickley was not discussed and she had forgot that a tree and lights had been agreed.

The clerk reported that the trees at the Oakland's car park had now been removed. Cllr Reid commented that he had contacted NCC on Tuesday to ask when this would happen, indicating very swift work.

1617/060 Reports from outside bodies

Prudhoe Community Partnership – Cllr Mrs Burt was pleased to report that the Windsor Bakery had been demolished quickly and tidily and that the 'Live above a Shop Scheme' should be completed by the end of the year. Pattinson Estate Agents have been asked to market the shops and tenants have not been agreed thus far.

Cllr Mrs Burt also reported that the Prudhoe Hospital Walled Garden Group have a different scheme for the walled garden but have been asked to think more realistically and come back with ideas.

East Tynedale Local Council's Forum – Cllr Mrs Cuthbert reported that the forum had a presentation from Tynedale Community Bank as well as discussing the Core Strategy and its impact on infrastructure and delays with Ovingham Bridge.

Northumberland Citizens Advice Bureau (CAB) – It was **AGREED** to receive the quarterly report from CAB. Cllr Gill commented that it is very pleasing that the council continue to receive timely and informative reports from the chief executive.

Prudhoe in Bloom – Cllr Mrs N McGee reported that she had visited all the towns' schools and churches on Tuesday 19th July with Dean and Vivienne and Readman of Hollybush Nurseries. Cllr Mrs N McGee was pleased to say that the churches all looked wonderful and it was obvious that

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volunteers had spent considerable time getting ready for the visit. Cllr Mrs N McGee explained that visiting schools on the last day of term was lots of fun as the children were very excited but also very enthusiastic about their gardens, explaining what they grow and how it is used in the kitchen. Cllr Mrs N McGee concluded that residential judging was carried out on the following Tuesday; Judge Mrs Vivienne Bolton was delighted with some new entries and an exceptionally high standard of gardening as always.

1617/061 Correspondence and Publications

- 1) **Community Action Northumberland Request for Donation** - Letter requesting a donation. **It was AGREED** to respond advising of the Grant Aid process.
- 2) **Wise Academies – Adderlane First School** – Letter advising of move to Academy Status. It was **AGREED** to receive them well and wish them every success.
- 3) **Northumberland County Council** – Letter advising that charges for the disposal of inert DIY waste at Household Waste Recovery Centres has been introduced.
- 4) **Northumberland Association of Local Councils** – Letter introducing the council to the Direct Access Scheme (to National ALC) in view that Prudhoe is a larger town with a larger budget there is an opportunity to go direct to the National Association for advice. Participation in the Direct Access Scheme is a no additional cost. **It was AGREED** to take advantage.
- 5) **Barclays Bank** – email describing business relationship team. **It was AGREED** to respond to ask for a meeting to discuss complete movement to electronic banking.
- 6) **Prudhoe Town Council Young People’s Forum Report** – **It was AGREED** to receive the report from April –June 2016 and to send a copy to all councillors.
- 7) **Edgewell Old Cemetery** – **It was AGREED** to receive confirmation of the ‘Registration of Title’ for Edgewell Old Cemetery and to ask the Cemetery Sub-Committee to look at this in greater detail.
- 8) **Prudhoe Parish** – **It was AGREED** to receive the questionnaire relating to the appointment of a new vicar for Prudhoe and to delegate that the clerk and the chair complete this.

It was AGREED to RECEIVE tabled item ‘Grass Roots – RHS Community Update – Summer 2016

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:-

1617/062 Events Committee

It was AGREED to receive the confidential minute of the Events Group Meeting, held on 25th July. The Christmas Lights Switch-On Event was discussed.

THE ADMINISTRATOR LEFT THE MEETING AT THIS POINT**1617/063 CONFIDENTIAL MINUTES OF ORDINARY MEETING, 29 JUNE 2016**

It was AGREED to receive the public item as a true record.

Proposed: Cllr Mrs J McGee Seconded: Cllr E Dobson

It was AGREED to receive the confidential item as a true record.

Proposed: Cllr A Reid Seconded: Cllr E Dobson

Cllr Mrs E Burt left the meeting at this point.

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1617/064 HUMAN RESOURCES COMMITTEE

The report of the outcomes of the meeting of the Human Resources Committee held on 26 July was received.

It was AGREED to accept the recommended answers drafted by the Human Resources Committee in response to the questions asked by the Administrator and that these should be communicated to the Administrator.

Proposed: Cllr E Dobson

Seconded: Cllr Mrs C Cuthbert

The Clerk left the meeting at this point.

DRAFT