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Town Mayor: Councillor Mrs Jennifer McGee

Executive Officer/Clerk to the Council: Richard Whinney

23rd June 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 6.00pm on Wednesday 29th June 2016, and you are requested to attend. **Please note earlier start time for Planning Training.**

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. **NCC Planning Training** Heather Proudlock (s106 Monitoring Officer) and Bart Milburn (Major Development and Delivery Manager)
3. **Declarations of Interest**
4. **Standing Order 36** to agree to suspend Standing Orders to allow the adoption of revised Standing Orders
5. **Standing Orders of Council** to receive the Standing Orders of the Council (adopted May 2016) including amendments 33 and 78 (enc)ⁱ
6. **Financial Regulations and Responsible Financial Officer** a) to receive the report and recommendations of the meeting of the Financial Regulations Working Group, held on 16th May 2016, and agree any action to be taken (enc)ⁱⁱ, b) to agree to appoint Mrs S Eden as Responsible Financial Officer for 2016-17, and agree any action to be taken, c) to agree to adopt the Financial Regulations (as amended) May 2016 (enc)ⁱⁱⁱ
7. **Financial and Management Risk Assessment** to receive risk assessment and agree any action to be taken (to follow)
8. **Annual Return** to agree to request that External Auditor grant an extension until 15th July 2016 for date of submission of 2015-16 Return
9. **Minutes of Annual General Meeting, held on 25th May 2016** to receive (enc)^{iv}
10. **Matters Arising**

11. **Report of Planning Contract & Works Committee Meeting held on 8th June 2016** to receive (enc)^v
12. **Accounts** a) Bank Reconciliations – to receive 10th May – 9th June 2016 (enc)^{vi} b) Statement of Expenditure from 1st April 2016 to 23rd June 2016 - to receive statement (enc)^{vii} c) Authorisation of accounts to be paid since last meeting, and endorsement of accounts already paid (to be tabled)
13. **Local Government Transparency Code: Consultation** to receive, and agree response to be submitted to HM Government (responses to be received by 8 July 2016)(enc)^{viii}
14. **Prudhoe Town Council: Social Media** to consider investigating possibility of setting up dedicated Council Facebook page, and make recommendations
15. **Northumbrian Water Limited** to receive a report of the meeting held on 15th June 2016 and agree any action to be taken (to follow)
16. **Northumberland Association of Local Councils** to receive report of meeting with Stephen Rickitt (Chief Officer, NALC) held on 13th June 2016 and agree any action to be taken (to follow)
17. **Grass Cutting and Weeds in Prudhoe** to consider requesting NCC to supply the schedule / timetable for weed control and grass cutting in and around the Prudhoe area, and agree any action to be taken (placed on the agenda by Cllr B Futers)
18. **Northumberland Local Plan Core Strategy: Pre-Submission Draft - Proposed Major Modifications Consultation** to receive information and agree any action to be taken (enc)^{ix}
19. **Northumberland County Council ‘Market Towns Initiative’** to receive letter from Cllr Grant Davey, Leader NCC, and agree any action to be taken (enc)^x
20. **Reports from outside bodies**
 - Prudhoe Community Partnership
 - Northumberland County Council
 - Any other organisations
21. **Correspondence and Publications** to receive a report on items submitted since the last meeting (to be tabled)

Enclosures

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- ⁱ Prudhoe Town Council Standing Orders, amendments 33 and 78
 - ⁱⁱ Report of Financial Regulations Meeting held on 16th May 2016
 - ⁱⁱⁱ Financial Regulations (as amended) May 2016
 - ^{iv} Minutes of the Annual General Meeting, 25th May 2016
 - ^v Report of the Planning, Contract and Works Committee, 8th June 2016
 - ^{vi} Bank Reconciliations, 10th May – 9th June 2016
 - ^{vii} Statement of Budget & Expenditure 1st April 2016 – 23rd June 2016
 - ^{viii} Strengthening Local Government Transparency Consultation
 - ^{ix} Email launching major modifications consultation
 - ^x Letter from Grant Davey