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Town Mayor: Councillor Mrs J McGee

Executive Officer/Clerk to the Council: Richard Whinney

5 August 2016

Dear Sir/Madam

The Extraordinary Meeting of the Council, incorporating the meeting of the Council's Planning, Contract & Works Committee, will be held in Meeting Room One, the Spetchells Centre, Front Street, Prudhoe, at 7.00pm on Wednesday 10 August, and you are requested to attend.

You are advised that following the extraordinary items on the agenda (numbers 3 to 5), the meeting will be requested to readmit the press and public. At this point those items falling under the remit of the Planning Contract and Works Committee will be taken.

Yours faithfully

Richard Whinney
Clerk

AGENDA

- 1. Apologies for Absence**
- 2. Declarations of Interest**
- 3. Eastwoods Park** to receive report of meeting held with NCC representatives on 8 August 2016 (to follow)
- 4. Humbles Wood Play Feature** to receive report of meeting held on 8 August 2016 with developer (Gentoo Homes plc) and agree any action to be taken (to follow)
- 5. North-East Regional Employers' Organisation** to consider proposal to apply for membership, and agree any action to be taken (encⁱ)

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:-

- 6. Human Resources Committee** to receive minutes of Meeting held on 26 July 2016, and agree any action to be taken (to follow)
- 7. Staffing Matters** (i) to receive correspondence regarding the appointment of the Responsible Financial Officer, and to agree any action to be taken (encsⁱⁱ) (ii) to consider proposal to commence review of staff gradings, job descriptions, and contract terms, and agree any action to be taken (encⁱⁱⁱ)
- 8. Town Council Events** to receive verbal update regarding possible re-scheduling of event, and agree any action to be taken
- 9. CCTV in Prudhoe** to receive verbal report, and agree any action to be taken

10. Kimberly Park Football Ground: Rent Review and Inspection to receive report, and agree any action to be taken (to follow)

Re-admission of the public and press to the meeting

11. DRAFT Minutes of Extraordinary Meeting of Council, incorporating Meeting of Planning Contract & Works Committee held on 13 July 2016 (enc^{iv})

12. Matters Arising (includes enc^v)

13. Planning Matters (i) to consider recent planning applications, including pre-applications, and agree responses to be submitted to Planning Authority (ii) to receive other notifications from the Planning Authority, agreeing any actions to be taken (encs^{vi} and to be tabled)

14. Contract for Services for Floral Bedding, Hanging Baskets, Planters 2017-18 to 2019-20 (i) to agree tender specification (to follow) (ii) to agree issue of Invitations to Tender, public notice including contracts finder listing (enc^{vii}) (iii) agree working group of councillors to receive tenders and make recommendations to September Ordinary Meeting

15. Cemetery Sub-Committee to receive the report meeting held on 4 August, and agree any action to be taken (enc^{viii})

16. Highfield Park: Playsafety report to receive report from RoSPA Playsafety Ltd, and agree any action to be taken (to follow)

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:-

17. Highfield Park: Pedestrian Access to receive quotations for works to create pedestrian access and agree any action to be taken (to follow)

18. Highfield Park: Installation of Seats to receive quotations for works to install seats and agree any action to be taken (to follow)

ⁱ North East Regional Employers' Organisation: Advisory Services Membership - services offered and cost of membership

ⁱⁱ Confidential: (1) Letter dated 28 July 2016, from Town Council Administrator to Human Resources Committee (2) Response dated 30 July 2016, sent on behalf of Human Resources Committee

ⁱⁱⁱ Confidential: Northumberland Association of Local Councils: response to enquiry regarding procedure to be followed for re-evaluation of officer grading

^{iv} Draft Minutes of Extraordinary Meeting, incorporating meeting of Planning, Contract and Works Committee held on 13 July 2016

^v Barratt Homes North-East: Land to East of School, Highfield Lane, Prudhoe, Northumberland: Pre-application for Residential Development – Letter dated in response to request for participation in public consultation meeting

^{vi} (1) Planning Applications received (2) Notifications: Decisions

^{vii} Tenders for service contracts 2017-18 to 2019-20: suggested timetable and advice

^{viii} (1) Cemeteries: Report of meeting held on 4 August 2016