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Town Mayor: Councillor Gerry Price  
Executive Officer/Clerk to the Council: Richard Whinney

8<sup>th</sup> June 2017

Dear Sir or Madam

The Planning, Contract and Works Committee Meeting of Prudhoe Town Council will be held in Meeting Room 1, the Spetchells Centre, Front Street, Prudhoe, at 7.00pm on Wednesday 14<sup>th</sup> June 2017, and you are invited to attend.

***The Planning, Contract and Works (PCW) Committee is made up of ten Town Councillors and only those Councillors have voting rights on the committee, although all Councillors are welcome to attend and debate. In view that there is a vacancy on the PCW's Committee and on the Cemetery and War Memorial Sub-Committee, any Councillor interested in becoming a member of either is encouraged to attend this 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.

Yours sincerely

Sarah Eden  
Administrative Officer

## **AGENDA**

- 1. Apologies for Absence**
- 2. Declarations of Interest**
- 3. Election of Chair of the Planning, Contract and Works Committee**
- 4. Election of Vice-Chair of the Planning, Contract and Works Committee**
- 5. Planning, Contract and Works Committee Structure** a) to receive the terms of reference of the Planning, Contract and Works Committee, and agree on any action to be taken (enc)<sup>i</sup>, b) to receive the scope of work of the Planning, Contract and Works Committee, and agree on any action to be taken (enc)<sup>ii</sup>
- 6. Vacancy on Planning, Contract and Works Committee** to agree new member of the committee
- 7. Vacancy on Cemetery and War Memorial Sub-Committee** to agree new member of the sub-committee
- 8. Planning Matters** a) to receive Planning Guidance issued by Northumberland County Council (NCC), May 2016 (enc)<sup>iii</sup>, b) to consider planning applications, including any pre-applications, received since the last meeting (enc)<sup>iv</sup> and to be tabled) and agree response to NCC Planning, c) to receive recent planning decisions (enc)<sup>v</sup>
- 9. Cemetery and War Memorial Sub-Committee** to receive the report of the meeting held on 1<sup>st</sup> June, and agree any action to be taken (enc)<sup>vi</sup>
- 10. Lychgate War Memorial** to receive update
- 11. Highfield Park pedestrian access, off Highfield Lane** to agree on any further work required to the pedestrian entrance gates

## Enclosures

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- i Terms of Reference of the PCW's Committee
- ii Scope of Work of PCW's Committee
- iii Planning GuidanceDear Councillor Christine Cuthbert,
- iv Planning Applications Received
- v Planning Decisions Received
- vi Report of Cemetery and War Memorial Sub-Committee meeting held on 1<sup>st</sup> June 2017