



The Spetchells Centre
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Town Mayor/Chair: Councillor Tracy Gilmore
Clerk to the Council: Sarah Eden

6th November 2018

Dear Sir/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 7:00 pm on Wednesday 14th November 2018, and you are requested to attend.

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.

Please be reminded that this committee now includes all councillors.

Yours faithfully

Sarah Eden
Town Clerk

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **Committee Terms of Reference and Scope of Work** to receive the revised remit, membership and powers of the committee, as agreed by full council on 24th October, and agree any action to be taken (enc)ⁱ
4. **Minutes of the Planning, Contract and Works Committee held on 10th October 2018** (enc)ⁱⁱ
5. **Matters Arising** (enc)ⁱⁱⁱ
6. **Planning Matters**
 - a) to consider planning applications, including any pre-applications, received since the last meeting (enc)^{iv} and to be tabled) and agree response to NCC Planning
 - b) to receive recent planning decisions (enc and to be tabled)^v
7. **Enforcement Officer**
 - a) to receive 'Business case for the provision of an Environmental Enforcement Officer to Parish Councils', from Northumberland County Council (enc)^{vi}, and agree any action to be taken
 - b) to receive a verbal report of the meeting held with neighbouring parishes regarding the desire to support a shared Environmental Enforcement Officer under SLA with NCC (summary report to be tabled), and agree any action to be taken

8. Prudhoe East Centre

- a) to receive update of work carried out to date on the community asset transfer of Prudhoe East Centre, and agree any action to be taken (enc)^{vii}
- b) to receive summary of points raised in meeting with Anne Lawson (NCC Town Regeneration), held on 2nd October 2018, and agree any action to be taken (enc)^{viii}

9. Unauthorised Advertising (Fly-posting) (Placed on the agenda by Cllr Bryan Futers)

- to receive verbal report of increased presence of unauthorised fly-posting and agree any action to be taken

10. Christmas Lights Switch-On 2018

- a) to receive a verbal update of the arrangements for the Christmas Lights Switch-On, on Friday 30th November, 5pm until 6:45pm
- b) to seek councillors who can act as marshals for the event

11. Overhanging Ash tree branches behind Road Ends Toilets

- a) to receive update on issue with regards large ash tree branches overhanging walkway and roof of Prudhoe Methodist Church, and endorse the action taken to seek quotations for work to be carried out (enc)^{ix}

*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:-*

- b) to receive quotations in respect of item 11a) above, and agree any action to be taken (enc)^x

12. Litter Bin Cleansing and Graffiti Removal following the decision of the Planning, Contract and Works Committee in August (Minute Ref:1819/029, to receive quotations to carry out required cleansing and graffiti removal in respect of town council litter bins (enc)^{xi}

13. Space Net at Highfield Park following this equipment being taken out of use in August, to receive cost indications for its removal and 'like' replacement with a 4-metre Space Net (enc)^{xii}

Enclosures

- ⁱ Revised remit, membership and powers of Planning, Contract and Works Committee
- ⁱⁱ Draft Minutes of the PCW's Committee, 10th October 2018
- ⁱⁱⁱ Matters Arising
- ^{iv} Planning Applications Received
- ^v Planning Decisions Received
- ^{vi} 'Business case for the provision of an Environmental Enforcement Officer to Parish Councils', from Peter Simpson, NCC Public Health Protection Manager, May 2018
- ^{vii} Summary of work carried out on East Centre CAT
- ^{viii} Summary of points raised in meeting with Anne Lawson (NCC Town Regeneration), 2nd October 2018
- ^{ix} Update on branches of ash tree overhanging Prudhoe Methodist Church, with action suggested by John Alderson (NCC Trees Officer)
- ^x Quotations received for work to ash tree behind the Road Ends toilets
- ^{xi} Quotations received to cleanse and remove graffiti from town council bins (85 bins)
- ^{xii} Cost indications for replacement 4-metre high space net