

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE PARKS &
CEMETERY COMMITTEE

HELD ON MONDAY 8TH OCTOBER 2012

PRESENT: COUN. J ALVEY (CHAIR)

Mesdames: J I Measor & J Black

Messrs: D Milsom, R Huitson,
W M Jeffrey, D Langan, C J Metcalfe,
R Curtis, C Robbins & C Watkins

MEMBERS WERE REMINDED OF THE NEED TO DISCLOSE ANY INTEREST, PREJUDICIAL OR PERSONAL, IN ACCORDANCE WITH THE CODE OF CONDUCT.

26. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Councillors J Hardy (ill), C Austin (hospital appointment) & T A Jones (ill).

27. THE MINUTES OF THE LAST MEETING, a copy of which had been circulated to each Member, were approved.

28. WOODHOUSE PARK

(i) Report of the Parks Development Officer – Cotoneaster Hedge

A copy of the above Report had been circulated to all Members stating three management options for Member's consideration.

RECOMMENDED that Option One to maintain as an informal hedge, be agreed and actioned.

(i) Removal of the Shrub and Flower Beds

A copy of the Supervisor's Report had been circulated to all Members, under the headings:-

- Removal of the shrub and flower beds adjacent to the South end of the main building in the Park;
- Removal of the shrub bed that was adjacent to the North end of the main building within the Park;
- Plant removal at the Toddlers shrub bed (North) and new planting;
- Removal of six sections of wrought iron fencing and to re-align and replace the wrought iron fence line.

RECOMMENDED that the Horticultural Supervisor's recommendations, as given in Report, be agreed and actioned.

(iii) Letter on Behalf of Howlatch Residents

A copy of a letter from a member of the Howlatch Resident's Association, had been circulated to all Members. The Association had asked for Member's consideration in setting up the "Friends of Woodhouse Park" again.

RECOMMENDED that the Town Council fully support this proposal, and the Town Clerk send a letter to the Association advising them of the outcome.

29. THE HORTICULTURAL SUPERVISOR'S PROGRESS REPORT, a copy of which had been circulated to all Members was considered under the following headings:-

i) Eden Lane Areas

The Horticultural Supervisor advised that work had been completed on the removal of debris and leaves from drainage gullies throughout all areas, but damage from localized flooding had been very noticeable within the Eden Lane car park areas. The area would be monitored and gullies would be re inspected later in the year. Additionally tarmac areas had also sunk considerably to the extreme weather conditions and there had been a severe degradation in the "white lining" and disabled

parking areas. The Horticultural Supervisor asked for Member's approval to obtain prices to re-instate the white lining throughout the Eden Lane car park areas.

RECOMMENDED that the approval be given for the action suggested by the Horticultural Supervisor to be carried out, although it was pointed out that Member's permission was not required for an Officer to obtain prices for a task/service.

ii) Pony Fields

The Horticultural Supervisor advised Members of the recent offer that had been made by Northumbrian Water Board Ltd, for works to be carried out by them with the hope of solving this on-going situation. He also advised that Northumbrian Water had requested if their equipment could be temporarily stored at the Council's Eden Lane Depot whilst these works were on-going.

RECOMMENDED that:-

- i) Members be kept regularly informed of progress with this situation;**
- ii) The Town Clerk ensure that the Council's Insurance Company were notified of the temporary agreement to store equipment and that Northumbrian Water be advised that the Town Council could not be held responsible for any losses.**

iii) Woodhouse Park

The Supervisor advised Members that the youth pod facility had received extensive damage to the roof, this coupled with water ingress, in his opinion had made any repair unviable. The mains electricity supply was also linked to this unit. This facility had not been used for a number of years.

RECOMMENDED that the Horticultural Supervisor obtain prices for the youth pod to be disposed of and electrics re-routed to another source and provide a detailed report back to Members on this matter.

COUNCILLOR C J METCALFE DECLARED AN INTEREST IN THE FOLLOWING ITEM AND TOOK NO PART IN THE DISCUSSION THAT ENSUED.

iv) Leisure Gardens

The Horticultural Supervisor advised that interim emergency repairs needed to be carried out on the roadways of Thorntree Gill Leisure Gardens and also superficial repairs to Lowhills Leisure Gardens using the remainder of the Leisure Gardens budget. He also asked for consideration that work be carried out to assist the Leisure Gardeners in their quest to rent out over grown plots (Thorntree Gill) and utilize Parks staff and equipment to achieve this aim.

RECOMMENDED that:-

- i) these works be agreed, as the Horticultural Supervisor stated that the price was within the remaining Leisure Gardeners budget;**
- ii) approval be given for the Parks staff to assist in the cultivation of vacant plots.**

v) Shotton Hall – (Jubilee Bell Project)

At the request of Members, Kraftwerx Ltd had been asked to make several cosmetic alterations to the steel structure situated outside of Shotton Hall. The changes involved re-painting of some areas in gold and also the addition of more elaborate steel lattice work panels to the structure, discussions had also taken place about the siting of ornamental plaques and additional chain barriers to prevent persons from accessing the bell structure. It was reported there would be an additional cost for this work.

Kraftwerx had requested permission to use the “Jubilee Bell Project” in their internal design book, and also asked if they could play a part in the official hand over of the project once complete.

RECOMMENDED that:-

- i) design options for the lecterns with prices, be obtained;**
- ii) a further report on Phase 2 of this project, to include costings, be prepared for consideration at the next Meeting;**
- iii) approval be given to the Jubilee Bell project being incorporated in Kraftwerx internal design book, and they also be included in the official hand over.**

vi) Shotton Hall

The Horticultural Supervisor advised Members that the Facilities Manager had approached him with a view to providing additional seating areas to the rear of Shotton Hall. The idea would be to include some form of play space which would enhance the facilities to provide a “safe area” away from the car park areas.

The Horticultural Supervisor requested permission to trial a picnic play table, which was a table that could be used for “snakes and ladders” and “treasure hunt” games. He advised that there was one of these tables already in the Council’s storage, which could be utilised.

RECOMMENDED that the picnic play table be situated within the grounds of Shotton Hall for a trial period, the usage to be monitored and Members advised of progress or problems.

30. BANQUETING SUITES BOILER - CONDEMNED

The Town Clerk advised Members that the boiler in the Banqueting Suites had been condemned. As this was a matter of urgency to re-new the boiler the Facilities Manager had sought three quotations on a ‘like for like’ basis. A Local Member made reference to the asset management, emphasising that such urgent requests should not re-occur in the future.

RECOMMENDED that:-

- i) it be clarified from the three Companies who had submitted a price if they were officially gas registered and the period of guarantee provided with the boiler;**
- ii) the Town Clerk be given plenary powers to accept the best value for money quotation.**