



Date of Issue: 5th November 2019

A MEETING OF THE **COMMUNITY & ENVIRONMENT COMMITTEE** WILL BE HELD ON **MONDAY 11TH NOVEMBER 2019** IN THE **COUNCIL CHAMBER, SHOTTON HALL, PETERLEE, SR8 2PH** at **6.30pm**

Mr I Morris M.C.I.H, P.S.L.C.C.

Town Clerk

AGENDA

Members of the Committee and members of the public are reminded that the public part of the meeting may be recorded in both audio and video, and photographs may be taken.

1. Apologies for Absence

Members are cordially invited to inform the Deputy Town Clerk of their apologies as soon as practical

2. To receive declarations of interest

Members are reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise. Please seek advice from the Town Clerk or Deputy Town Clerk prior to the meeting if in doubt.

Members are reminded that they can check their published declaration of interests here: <https://bit.ly/2wVyeLA>

3. Exclusion of the Press and Public

Members are asked to resolve that in view of the confidential nature of the items to be discussed in the next item, the committee pass the formal resolution to exclude the press and public from the meeting, pursuant to the Public Bodies (Admissions to Meetings) Act 1960 & the Local Government Act 1972, due to various items relating to commercial leases between the Town Council and external organisations discussed in the report.

4. Site of the former bowling green

To welcome Barbara Chrisp, Calm in East Durham, to present her proposal to the meeting

5. To Approve the Minutes of the Last Meeting

Members are asked to agree the attached minutes as a true and correct record of the meeting

(Minutes of the meeting held on 14th October 2019, attached)

6. Progress Report of the Sport & Well Being Manager

The verbal report of the Sports & Well Being Manager providing information for Members about new and existing Sport & Wellbeing activities, club development and issues raised by Sports Users (verbal update)

7. Report of the Events Working Party of Monday 21st October 2019 for Members to note the contents

(Report of the Events Working Party attached)

8. Notes of the Woodhouse Park Working Party of the 16th October 2019 for Members to note the contents

(attached)

- Brown on white signs for Woodhouse Park

It was asked the Council's support to install these signs

- Public Space Protection Orders

Further consideration

9. Notes of the Lowhills Road Working Party of the 1st November 2019 for Members to note the contents

(attached)

10. Yoden village/Eden Hill Environmental Improvements scheme

To re consider proposals for a footpath/environmental improvement scheme on Town Council land in the Eden Hill area that is being proposed as part of a potential future development agreement for the North East Industrial Estate. Members have been asked to give 'in principle' consent to the scheme, subject to future negotiations with prospective developers.

This item was deferred from the meeting in October 2019 to allow Members the opportunity to visit the site to walk around the proposals for themselves.

THE MINUTES OF THE MEETING
OF THE COMMUNITY & ENVIRONMENT COMMITTEE
HELD IN THE COUNCIL CHAMBER,
SHOTTON HALL, PETERLEE ON MONDAY 14TH OCTOBER 2019 AT 6.30PM

PRESENT: COUN M A CARTWRIGHT (CHAIR)

Mesdames:- D Howarth, L Fenwick, K Liddell, S Simpson, S McDonnell & K Hawley

Messrs:- C Watkins, S D McGlen, G Carne, S Miles, A Watson, A Wilkinson & S Franklin

The Chairman advised Members of the committee that part of the meeting may be recorded by both audio and video, and it may be that photographs were taken.

27. Apologies for Absence

Apologies had been submitted and accepted from A C Long, R Moore and S Meikle. **RESOLVED the Council approve the reason submitted for absence received from the Councillors listed, and their apologies for absence be recorded.**

28. To receive declarations of interest

Members were reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise. None were given.

29. The Minutes of the Last Meeting a copy of which had been circulated to each Member were approved and signed as a true and correct record, subject to Councillor S McDonnell being shown as in attendance.

30. Citizens Advice Bureau – Progress

The Chair welcomed Sarah Ward, Client Services Manager, Peterlee & Seaham and Wendy Holliday, Benefits Caseworker who gave a report on PTC funded benefits project April 2019 – October 2019. From April 2019 until 30th September the Benefits Caseworker had advised 149 unique clients with 466 issues affecting their lives. The project had generated an income gain for clients totalling £477,606. This meant on average each client helped has had an income gain of £3,205. It was stressed these were only the figures reported back to the CAB; there would be many outcomes they may not know about. It was reported the CAB's work was heavily focussed on face to face advice although the service was adaptable to the needs of their clients. Members were presented with statistical information on Peterlee case types. In closing the CAB thanked the Town Council for their continued

support, reporting the money PTC offers to fund this project had a substantial impact on clients in Peterlee.

The Chair thanked the representatives for their attendance and their excellent work and it was agreed that Sarah would provide further information and an anonymised case study to be publicised on the Town Council's social media pages.

31. Report of the Events Working Party of Monday 16th September 2019 a copy of which had been circulated, were noted.
32. Notes of the Armed Forces Working Party of the 7th August 2019 a copy of which had been circulated, were noted.
33. Notes of the Lowhills Road Working Party of the 20th September 2019 a copy of which had been circulated, were noted.
34. Yoden village/Eden Hill Environmental Improvements scheme
Members considered proposals for a footpath/environmental improvement scheme on Town Council land in the Eden Hill area that was being proposed as part of a potential future development agreement for the North East Industrial Estate. Members were asked to give 'in principle' consent to the scheme, subject to future negotiations with prospective developers. **RESOLVED consideration of this item be deferred to the next meeting in November 2019. In the meantime Members visit the site to walk around the proposals for themselves**
35. Progress Report of the Sport & Well Being Manager

The Report of the Sports & Well Being Manager providing information for Members about new and existing Sport & Wellbeing activities, club development and issues raised by Sports Users was circulated.

Members asked for an update on the situation with Peterlee Pumas which the Sports Development Officer gave and it was asked if she could arrange to meet with them. It was reported there had been cars parked at Lowhills Road playing fields on the previous weekend and it was asked if Members could get photographic evidence and pass it on to the office this would help in enforcing the current hire agreement and rules with the football teams. An update on the installation on the Lowhills Road fence was given. **RESOLVED the information contained in the report, be noted.**

THE NOTES OF THE MEETING OF THE EVENTS WORKING PARTY
HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE
ON MONDAY 21ST OCTOBER 2019 AT 6.30pm

PRESENT: COUN S MILES (CHAIR)

Mesdames:- K J Duffy, D Howarth, A C Long, K Liddell, M A Cartwright,
K Hawley, S McDonnell & S Simpson

Messrs:- T Duffy, G Carne, S P Franklin, A Wilkinson, R Moore & A Watson

22. Apologies for Absence

Apologies for absence were offered and accepted from Councillors S McDonnell, A Wilkinson, C Watkins & G Carne.

23. Notes from the last meeting held on 16TH September 2019 were considered and agreed as a true and correct record, subject to reference being made to a glass deposit scheme being looked into for the Show 2020.

24. Peterlee Show

Layout

Members considered the three options of layout suggested by the Corporate Services Manager and plans were circulated around the meeting. During discussion it was confirmed there was to be a Horticulture Marquee and various suggestions were made to add to the competition. Following consideration it was **AGREED there be a tented village in the fenced cricket area, with the circus, voluntary/stalls marquee, horticultural marquee and the outdoor trade stalls. The main stage and seating area be located on the rugby pitch and the main arena located on the next pitch. The fairground be located in its usual spot. The Corporate Services Manager informed members she would draw up plan number 4 but would need to consider vehicle movement regarding stall holders accessing and egressing the cricket pitch. This to be confirmed at the next meeting.**

Main Stage

Consideration was given to the type of bands to be booked for the main stage and various suggestions were made for the Corporate Services Manager to look into and check availability and price. It was **AGREED the main stage have a 3pm start with the programme for the bands and the Sunday be offered for local bands to perform as a showcase. FURTHER AGREED the following bands be approached Flash Queen tribute act, a UB40 tribute act, Dublin Raiders and a Duran Duran tribute band The New Note, We Steal Flyers, Peak and Wanely. Central Park, a Status Quo tribute, The Frontier Band have already expressed an interest in performing at the Show.**

Circus

The Corporate Services Manager reported she had obtained prices for four circuses and she outlined the prices received which varied from £35,000 to £3,500. Following discussion it was **AGREED the Mantini Circus be booked to perform 4 shows per days for the two days at a price of £3,500.**

25. Events

(a) Halloween Event, Shotton Hall, 31st October

It was reported tickets were now sold out for this event at 270.

(b) Fireworks Event, 5th November 2019

It was reported arrangements were all in hand. The Corporate Services Manager reported she and the Town Clerk had met with a representative of the sensory group, as agreed at the previous meeting, and the Town Council were able to support the group with their requirements for Fireworks Night using a room in the Pavilion. In return they would be including on their advertising for their event "in partnership with PTC".

(c) Remembrance Sunday Parade, 10th November 2019

It was confirmed two members of staff would be on duty at the Church to assist with the organisation of the groups and children at the cenotaph. Two members confirmed they would also be on site to assist. It was agreed this would be arranged to include access for the officials.

Councillor Fenwick left the meeting at 7.25pm.

(d) Christmas Tree Lighting, Friday 29th November 2019

It was reported arrangements were all in hand. A comment was made regarding the need for tickets to be issued.

(e) VE Day 75, 8th-10th May 2020

Details had been circulated regarding the VE Day 75 Celebration being held over the weekend of the 8-10 May 2020. It was suggested that perhaps an event could be held, organised as a Mayor's Event, at Shotton Hall, with a singer with an indoor style street party, fancy dress optional. **AGREED this be considered further at the next meeting.**

(f) Summer Fun Days

AGREED this item be considered further at the next meeting.

26. Updates on New Ideas

Battle Bands – item requested by Councillor Franklin

It was noted that local bands were being invited to showcase their band on the Sunday of the Carnival.

27. Date and Time of Next Meeting

Agreed the next meeting would be held on 18th November 2019 at 6.30pm.

THE MINUTES OF THE MEETING OF THE WOODHOUSE PARK WORKING PARTY
HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE
ON WEDNESDAY 16th OCTOBER 2019 AT 10.30AM

PRESENT: COUN A LONG (CHAIR)

Messr:- A Watson

Howletch Resident's Association:- G Pratt, U Wilding, J Warne
PCSO J Duffy

15. Apologies for Absence

Apologies had been submitted and accepted from J Smith (Direct Steps) and Councillor D Howarth. **AGREED the apologies for absence be accepted and recorded.**

16. Notes from the Woodhouse Park Working Party held on 14th August 2019, a copy of which had been previously circulated were considered and agreed.

Matters Arising

Anti-Social Behaviour (ASB)

The Deputy Town Clerk reported as agreed this had been considered further at the Community and Environment Meeting and it was agreed that ASB with off road bikes was a wider town issue, not just in Woodhouse Park and a "Project Pinch Point" Meeting with various partners and agencies was to be held to consider this with local members feeding in problems in their wards after speaking to local residents. PCSO J Duffy shared the positive news that there had been a noticeable reduction in off-road bikes within Woodhouse Park.

PCSO J Duffy also took the opportunity to explain he was being relocated and PCSO S Walters will be taking ownership of the Woodhouse Park area from 1 November 2019. Those present thanked J Duffy for his excellent support and partnership working with them and wished him well in his new post.

17. Friends of Woodhouse Park – establishment of this Group

The Deputy Town Clerk reported that the work of the Woodhouse Park Working Party was coming to an end and it was hoped a 'Friends of' Group that was to be established would continue the good work the Working Party had started and confirmed the Democratic Services Team had been tasked with organising this. A member of the Howletch Residents Association agreed a lot had been achieved since the Working Party had been meeting and he thanked everyone for their involvement.

18. Play Area Improvements

The Parks Manager provided an update and the approximate date for works to begin and a timetable of works. Attendees asked if the new pump track was intended for both bicycles

and scooters. The Parks Manager confirmed it was made from a fine, compacted gravel material called 'Dust' and it was intended for use of both bicycles and scooters.

The Parks Manager also reported that he and the Parks Project Manager had begun working with 4 different groups of students from East Durham College in Woodhouse Park. The partnership was working very well, with interest also received from another College asking to join the opportunity in working with the Parks Department.

19. Items from the Chair

(a) Signs

The Chair reported that there had been feedback and complaints received about dogs being off their leads in the park and there were still no signs within the park advising dog walkers their dogs needed to be kept on leads. The Parks Manager offered assurances that Parks Staff did challenge dog walkers allowing their dogs off leads. He also reported some signage was included in the play area improvements and these could be requested/included. A member of the Howlatch Residents Association again raised the topic of having a segregated dog area, where dog owners would be allowed to take their dogs off their leads. The Parks Manager explained that the cost of this fencing the area, and how it would change the open aspect of the park would make this unsuitable. It was suggested the Howlatch Residents Association member bring a diagram of where this area could be and what it would look like to a future meeting/pass on to the Parks Manager for the proposal to be revisited. Councillor A Watson suggested that perhaps the application of a Public Space Protection Order (PSPO) could be reconsidered by the Council. **AGREED the Parks Manager discuss PSPOs further with the Town Clerk.**

(b) Skate Park

The Chair reported she had received several reports and requests from the young people using the facility which included the Skate Park floor edges being covered in something other than grass and it was reported there was also a crack in one corner of the area. The Parks Manager advised when the new play areas were installed the edging would be addressed and the repair was to be dealt with. The Chair also asked about the gate at the Skate Park and the Parks Manager gave a full reply about the gate and this was accepted. Signage and other items were to be refurbished during the play area improvements. It was asked if a graffiti artist could be employed. **AGREED the items be attended to as discussed.**

(c) Community Building

The Chair spoke about her vision for a future community building in the Park and her hopes to apply for grant funding from whatever sources were available.

20. Date and time of the next meeting

AGREED the next meeting be of the new Friends of Woodhouse Park Group and be held on 15th January 2020 at 10.30am, Shotton Hall.

THE MINUTES OF THE MEETING OF THE LOWHILLS ROAD WORKING PARTY
HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE
ON FRIDAY 1ST NOVEMBER 2019 AT 10.00AM

PRESENT: Mesdames:- K Hawley, K Liddell & S McDonnell
Messrs:- A Watson & S Miles

4. Apologies for Absence

Apologies for absence were submitted and accepted from Councillors D Howarth, G Carne & R Moore.

5. Progress with structural survey reports – Hill Rigg House

The Town Clerk went through the details of the building with its occupation, revenue and then works detailed in the building survey report along with approximate costs.

The working party then considered the area of Lowhills Road as a whole and reference was made to previous discussions on what possibilities there were for the site.

AGREED

- (i) The fire doors in the building be replaced/upgraded immediately;**
- (ii) The Town Clerk speak with the current tenants of the building about their intentions;**
- (iii) The two organisations that had expressed an interest in using the former bowls site be invited to attend a future council meeting to present their proposal;**
- (iv) A brief be prepared by the Town Clerk to approach a planning consultant to give PTC a value on all of PTC's land and buildings;**
- (v) The next meeting be held on Friday 15th November to discuss Shotton Hal and time permitting, The Pavilion.**