



Date of Issue: 4 February 2020

**A MEETING OF THE COMMUNITY & ENVIRONMENT COMMITTEE WILL BE HELD ON MONDAY 10<sup>th</sup> FEBRUARY 2020 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**

## **A G E N D A**

**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/2wVyeIA>

**3. Horden & Peterlee RFC**

Representatives of the Club shall be in attendance at the meeting to update the Council on club development and future plans

4. **Former Bowling Green Site, Lowhills Road - Progress**  
(verbal report of the Town Clerk)
  
5. **Information on Sport & Wellbeing Activities and Events**  
The progress report of the Sports & Well Being Manager providing information for Members about new and existing Sport & Wellbeing activities, and issues raised by sports users (report attached)
  
6. **To Approve the Minutes of the Last Meeting and Minutes of the Special Meeting held on 20<sup>th</sup> January 2020**  
Members are asked to agree the attached minutes as a true and correct record of the meetings.  
(Minutes of the meeting held on 13<sup>th</sup> January & 20<sup>th</sup> January 2020, attached)
  
7. **Report of the Events Working Party of Monday 27<sup>th</sup> January 2020 for Members to note the contents**  
(Report of the Events Working Party attached)
  
8. **Permanent Christmas Tree – Shotton Hall**  
(verbal report of the Town Clerk)

**Report to:** Community & Environment, PTC

**Date of Meeting:** 10<sup>th</sup> February 2020

**Subject:** Information on Sport & Wellbeing Activities and Events

**Report of:** Sharon Pounder; Sport and Wellbeing Manager

**Purpose of Report:**

To provide information for members about new and existing Sport & Wellbeing activities, club development and issues raised by Sports users

**1. Activities**

PACES

We currently have 759 members.

	December 2019	January 2020
New Members	9	7
Non-member attendances	33	157
Member attendances	605	591
Class passes purchased	18	22

\*Please note, classes only ran for 3 weeks in December. A small number of classes were cancelled in January due to the installation of the sound boards in the main hall.

Active Families

Two Active Families sessions will take place during February half term week. These sessions are funded through East Durham Trust and aim at reducing holiday hunger. A minimum of 8 adults/families are required for each session. See **Appendix 1** for more details.

SEED (Saving Energy East Durham)

Sport and Wellbeing are working in partnership again with East Durham Trust to provide an energy efficiency workshop for the local community. The 2-hour workshop, which takes place at The Pavilion on 25<sup>th</sup> February, aims to help save money by reducing bills, changing energy suppliers, assists to understand energy bills and take meter readings. Lunch is provided and a freebie pack is given to all attendees. Anyone interested is encouraged to register their interest at The Pavilion. See **Appendix 2** for more details

**Recommendation**

Members note the two items above and help promote and recruit members of the public to both activities, thank you.

## **2. Events**

### **PACES Christmas Party**

We had several new members attend this year's PACES Christmas party. Sport and Wellbeing staff provided plenty of fun, games and laughter throughout the afternoon. We have received lots of positive feedback from our members who are looking forward to the event this year already.

### **Taste Buddies Christmas Party**

Sport and Wellbeing organised a Christmas party for participants on 12th December 2019, 12.30 -3.00 p.m. Taste Buddies members were served a festive 2-course dinner, followed by an awards presentation, which highlighted people's achievements, progress and contributions to the session. The party concluded with an afternoon of playing games with staff and volunteers. The Volunteers assisting with the regular session and Christmas party contribute so much to the success of Taste Buddies.

### **Dementia Festive Celebration Event**

This event was held for people living with Dementia and their carers/families and took place on 10th December 2019 12-3p.m. Everyone enjoyed Christmas dinner and an afternoon of entertainment provided by Dene House school choir and local singer Joe Armstrong. Joe had participants singing along with his tunes and dancing. Staff were assisted by 10 volunteers from Lloyds Banking Group, they attended to help out at the event through their 'Day to make a difference' campaign, Lloyds colleagues can take at least one day out of work to spend time in their community to make a difference. Elisa Tye; Bank manager from the Peterlee branch, volunteered herself and staff their services to help with the running of the Dementia festive celebration. Lloyds donated raffle prizes, decorated the room and a Christmas tree, helped serve the food, and even helped with the washing up. They raised £65 from the raffle, which we donated to the Alzheimer's Society.

### **Sports Buddies**

The Sports Buddies launch event took place on Friday 24<sup>th</sup> January. The event was not a success, so we are looking at alternative ways to recruit participants and get local inactive people active through the project.

### **Exercise & Wellbeing Event 29th January 2020**

This event provided participants with a choice of five 30-minute taster sessions to join in with. The event was provided to encourage new members to join

PACES and offer existing members the chance to try some new activities to boost class attendances.

### **3. Marketing**

A double-page advert was taken out in the East Durham Life on 16<sup>th</sup> January. The advert included events, classes, a list of sports clubs and activities open to the community, as well as promotion of the Pavilion facilities. See Appendix 3 for advert in East Durham Life

The Marketing and Communications Officer is continuing to assist with promoting Sport and Wellbeing classes, activities and events, and regular monthly meetings will continue this year.

### **4. Sports Clubs**

#### **Peterlee Helford United FC**

Peterlee Helford FC have renewed their charter standard award, which lasts 2 years. The club also held a meeting on Tuesday 21<sup>st</sup> January at 6.00 p.m. to introduce the Give Local initiative they have signed up to. This initiative puts money back into the club, the more people sign up the more funding the club receives.

#### **Peterlee Cricket Club**

A meeting has taken place with Andrew Frankcom, Vicki Nesbitt and Sport and Wellbeing to discuss cricket tea provision for the coming season. The cricket club will revert to providing their own teas in the kitchen facilities upstairs in The Pavilion.

#### **Peterlee Koryo Taekwondo Club**

The December gradings took place in Darlington on 15<sup>th</sup> December and Peterlee club gained a new female blackbelt. All other members of the club achieved their next grade successfully.

The organisations AGM took place the same weekend on 14<sup>th</sup> December in Darlington. The Sport and Wellbeing Manager and the Assistant Club Instructor attended the meeting.

The club also held their own AGM on 19<sup>th</sup> December 2019 and appointed a new Safeguarding Officer.

## Horde & Peterlee RFC

Peterlee & Horde RFC have changed their name above the club door. The name on the minibus cannot be changed as it does not belong to the club, it is a lease minibus leased by the Eden Hill People centre.



A meeting with representatives from the rugby club, The Town Clerk and the Sports and Wellbeing Manager, took place on 20th January. A number of items were discussed including the need to replace the 1<sup>st</sup> Team pitch barrier fencing, the rugby club roof, the need for the side area pitch, floodlight repairs and future plans/options for the club.

The club have recruited 51 new young players since October last year, with a very high percentage of the new players living in Peterlee.

Representatives from the Club will be attending the next Community & Environment meeting on 10th February 2020 for an update on club development and future plans.

## Lowhills Bowls Site Development

Due to changes in the structure of Football Foundation funding, it has not been possible to progress with development of the former bowls site. The Football Foundation is placing more responsibility on the football Leagues to apply and manage funding for sites in need of development to take the onus off local Councils. Current FF money is ear-marked for pitch improvements including drainage and maintenance (not fencing unfortunately).

## Football Pitches

A number of teams have cancelled home fixtures due to pitches not being playable due to poor weather conditions. Mid-week fixtures will take place in April and May to ensure cancelled fixtures are played.

## Appendix 1 – Active Families

**FREE SCHOOL HOLIDAY  
SESSIONS**

# **FAMILIES MULTI SPORTS GAMES**

THE PAVILION, HELFORD RD,  
PETERLEE, SR8 1ER

MONDAY 17TH FEBRUARY 10.30AM-1PM

THURSDAY 20TH FEBRUARY 10.30AM-1PM

## **BUFFET FOOD INCLUDED**

Registering to attend the events is encouraged  
to ensure a spot - spaces are limited.

To register please contact the centre on:  
0191 586 9957



## Appendix 2 – SEED Workshop



# S . E . E . D

(Save Energy East Durham)



Swapping to  
cheapest energy  
suppliers

Finding  
available  
discounts

Save on  
your energy  
bills

Reading and understanding your bills

General  
information to  
be energy  
savvy



Reading and  
recording your  
meter readings  
accurately

Join us this winter for an exciting and informative free energy efficiency workshop in preparation for higher bills.

**LUNCH AND FREEBIES PACK PROVIDED**

Register your interest:

The Pavilion  
Helford Road, Peterlee, SR8 1ER  
0191 586 9957

**Tuesday 25th February 11am-1pm**

# Appendix 3 – Advert in East Durham Life



**NEW FOR 2020**  
**SPORTS BUDDIES**

Sports Buddies is a new project aimed at getting inactive adults active through fun and non-competitive sport. There will be a mixture of indoor and outdoor sport and exercise sessions, all catering for different levels of abilities. Sports Buddies will help to motivate you to get active, enhance your physical and mental wellbeing and provide the opportunity for you to meet like-minded people.

To mark the beginning of the project, we are having a launch event on

**24TH JANUARY**

This gives you the opportunity to come along and chat to staff, join in the taster sessions to see if the session is suitable for you, or just to have a cuppa and a chat.

## JUST FOR THE 'HEALTH' OF IT!

**Become fitter, healthier & happier in 2020 at Peterlee Pavilion!**

Peterlee Pavilion is a hidden gem within the town of Peterlee. A lot of people don't realise what is literally on their doorstep... Pop in you will be surprised at what is going on! Feel part of the community and take control of your health & wellbeing with our low cost activity programme.

Peterlee Town Council aims to reduce social isolation within the local community and help people become fitter, healthier and happier. We will help you to improve your lives through being more active, confident, motivated and better connected.



**PACES Timetable**

	Monday	Tuesday	Wednesday	Thursday	Friday
<b>a.m.</b>	Circuit Challenge 9.30 - 10.30	Fitness 9.30 - 10.30	Body Tone 9.30 - 10.15	Circuit Challenge 9.30 - 10.30	Body Tone 9.30 - 10.15
	Plates 10.45 - 11.30	Health Walk meet 10.00am	Body Tone 10.20 - 11.00	Plates 11.00 - 11.45	Sports Buddies 10.30 - 11.30
	Stretch & Relaxation 11.30 - 12.15	Aerobics 10.45 - 11.30	Yoga 11.10 - 12.40	Chi Kung (Tai Chi) 11.00 - 12.00	Chi Kung (Tai Chi) 10.30 - 11.30
		Chi Kung (Tai Chi) 11.45 - 12.30			
<b>p.m.</b>	Active Seniors 12.15 - 1.15	Pool 6.00 - 6.45	Yoga 5.30 - 7.00	Active Seniors 1.00 - 2.00	
	Zumba 6.15 - 7.00	Yoga 7.00 - 8.30	Yoga 7.15 - 8.45		

**PACES;** Peterlee Active Community Exercise Scheme, offers a wide range of classes and activities for the local community, catering for ages 18 – 80+. PACES provides the opportunity to meet like-minded people who are not confident about doing exercise. Joining PACES is easy, contact Elaine at The Pavilion to make an appointment on 0191 586 9957 or elaine.hancock@peterlee.gov.uk

**Class Fees**  
PACES members - £3.00 (All Yoga classes £4.00 for members) | Non-members £4.00 (All Yoga classes £5.00 for non-members)  
Joining Fee - £5.00 one-off payment

**WAKE UP AND MAKE IT HAPPEN**

**HEALTH & WELLBEING EXERCISE EVENT**  
on 29th January 2020 – 9.30 - 11.30am.

A wide variety of 30-minute taster sessions to choose from including Aerobics, Step & Tone, Body Tone, Pilates, Stretch & Relaxation, Chi Kung (Tai Chi) & Meditation.

You can register in advance by calling The Pavilion on 0191 586 9957 or turn upon the day, £3.00 per person.

Open 7 days a week from 9.00am  
Peterlee Pavilion, Helford Road, SR8 1ER | 0191 586 9957

[f @peterlee.pavilion.5](#) [@peterlee\\_town\\_council\\_official](#)

PETERLEE PAVILION,  
HELTFORD ROAD, PETERLEE, SR8 1ER

**Hilarity Bites**  
Quality Club S

FRIDAY 31ST JANUARY 2020

FREE SHOW DRINKS & COMEDY GRUB  
ON SALE FROM 6PM

DOORS OPEN 7.30PM, SHOW STARTS 8PM,  
SHOW ENDS 10.30PM, BAR OPEN UNTIL 11PM,  
STRICTLY OVER 18'S

Tickets on Sale  
£10 each

Ticket Outlet:  
Peterlee Pavilion: 0191 5869957  
Sherton Hall: 0191 5862491  
Pop into Reception  
www.ticketsource.co.uk  
www.hilaritybites.co.uk

**TASTE BUDDIES**

CHATS, LAUGHS & GOOD TIMES  
+ 2 COURSE LUNCH

EVERY THURSDAY  
12.30pm - 3pm  
£3 per SESSION

WITHIN THE PAVILION THERE ARE ALSO  
LOTS OF OTHER ACTIVITY GROUPS THAT  
YOU ARE WELCOME TO JOIN!

PETERLEE LADIES RUNNING CLUB  
RUN PETERLEE  
TAEKWONDO  
LITTLE DRIBBLERS  
JUNIOR ATHLETICS  
INDOOR BOWLS  
CHILDREN'S DANCE CLASSES  
DEMENTIA CAFE  
WINTER WELL-BEING  
BUMP TO BUGGY FITNESS  
CRICKET  
RUDDY  
FOOTBALL

FOR MORE INFO CALL US ON 0191 5862491  
OR FIND US AT HELTFORD ROAD, PETERLEE,  
SR8 1ER

**PACES AT THE PAVILION**

**ONE FREE CLASS PASS**

Name .....

To be redeemed for any class by 29th February 2020.  
Voucher valid to one per person.

**FANCY A CUPPA?**

This voucher entitles you to one  
**FREE cup of tea or filter coffee at  
the Bistro in the Pavilion**

To be redeemed by 31st January 2020.  
Voucher valid to one per person.

**THE MINUTES OF THE MEETING**  
**OF THE COMMUNITY & ENVIRONMENT COMMITTEE**  
**HELD IN THE COUNCIL CHAMBER,**  
**SHOTTON HALL, PETERLEE ON MONDAY 13<sup>TH</sup> JANUARY 2020 AT 6.30PM**

PRESENT: COUN A WATSON (CHAIR)

Mesdames:- K Hawley, D Howarth, K Liddell, V Watson, L Fenwick & K Duffy

Messrs:- S Miles, G Carne, S McGlen, A Watson, T Duffy & C Watkins

**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.**

53. **Apologies for Absence**

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

54. **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.

55. **Former Bowling Green Site, Lowhills Road**

At the Resources Meeting held on 2<sup>nd</sup> December 2019 it was agreed a Special Meeting be convened to consider all valid applications and agree a way forward with this site. **RESOLVED the meeting be called as soon as possible.**

56. **Development of a training pitch for Horden & Peterlee RFC**

Consideration was given to the report of the Sports & Well Being Manager outlining a proposal for the Horden & Peterlee RFC to fund the development of a training pitch between the Rugby Club and cemetery. **RESOLVED consideration of this item be deferred. FURTHER RESOLVED representatives of the Club be invited to a future meeting.**

57. **To Approve 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.

58. Report of the Events Working Party of Monday 9<sup>TH</sup> December 2019 a copy of which had been circulated, were noted.
59. Planning application – Hand Car Wash Peterlee, signage - update  
A verbal update advising this application had been refused and enforcement action was to be taken, was noted. **RESOLVED the information given, be noted.**
60. Peterlee Town Council budget 2020/21  
Members received an updated presentation from the Town Clerk on the draft budget for 2020/21 with the items suggested at the previous meeting, now being included. **RESOLVED the information given be noted and the precept be agreed and set at the Council Meeting on 20 January 2020.**

PETERLEE TOWN COUNCIL

MINUTES OF THE SPECIAL MEETING OF THE COMMUNITY & ENVIRONMENT COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 20<sup>th</sup> JANUARY 2020 at 7.30PM

PRESENT:- COUN M A CARTWRIGHT (CHAIR)

Mesdames:- K Hawley, K Liddell, K Duffy, L Fenwick & S Simpson

Messrs:- S Miles, R Moore, G Carne, A Wilkinson, A Watson, T Duffy & C Watkins

61. Apologies for Absence  
Apologies for absence were offered and accepted from Councillors AC Long, S McDonnell, R Kyle and S McGlen.
62. Exclusion of the Press and Public  
**RESOLVED that in view of the confidential nature of the items to be discussed, 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 (Access to Information) Act 1985, Part 1, paragraph 7.**
63. Former Bowling Green Site, Lowhills Road  
There was a discussion on the use of the site and it was felt there should not be a loss of an amenity in the Acre Rigg Ward and this should be kept as a community facility. Members saw the merits of both of the proposals and wished to work with both interested parties to see if there was a way to make both of them work on the site. **RESOLVED a meeting with both parties be arranged to look at the outline proposals and see if there was a solution that accommodated both nursery provision and health & well being on the site. FURTHER RESOLVED the County Councillors that serve on PTC be invited to attend this meeting.**

**THE NOTES OF THE MEETING OF THE EVENTS WORKING PARTY**  
**HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE**  
**ON MONDAY 27<sup>TH</sup> JANUARY 2020 AT 6.30pm**

**PRESENT: S MILES (Chair)**

**Mesdames: S Simpson, K Liddell, D Howarth, M A Cartwright, K Hawley,  
S McDonnell, A C Long & L Fenwick**

**Messrs: G Carne, A Watson, S Kirkup, S McGlen, R Moore & T Duffy**

Prior to opening the meeting the Chair asked for a minutes silence for the young person that had lost his life in the Town and for the Holocaust Commemoration.

Councillor T Duffy spoke about a letter from an ex councillor and that he was not accepting its content.

**38. Apologies for Absence**

Apologies for absence were offered and accepted from Councillors C Watkins & A Wilkinson.

**39. Notes from the last meeting held on 9<sup>th</sup> December 2020 were considered and agreed as a true and correct record.**

**40. Peterlee Show 5<sup>th</sup> & 6<sup>th</sup> September 2020**

**Main Arena**

The Corporate Services Manager circulated some suggested options for main arena entertainment for the Saturday and Sunday of the event. Following discussion it was suggested the options be as follows:-

- Dog agility (if possible) for the Saturday
- Stunt Mania (for both days)
- Duck display (Sunday)
- Magic Show (Sunday)
- Xtreme Bike Show (both days)

**Music Marquee**

Progress with the arrangements for this new part of the event were given at the meeting. Feedback on ticket pricing was requested and it was **AGREED early bird tickets be sold at £5.00, with the full ticket price being set at £10.00 per person.**

It was reported the marquee would be available to use for other activities after the music session on the Friday and the Corporate Services Manager asked for suggestions. It was suggested perhaps buskers and/or an open mike session. The Corporate Services Officer had been contacted by singers and performers that were interested in coming along to the show and she was awaiting further details from them.

The use of a deposit scheme for re usable plastic glasses was spoken about along with the use of dumpy bags for rubbish.

41. Events

(a) Over 60s New year Party 10<sup>th</sup> January 2020

The Deputy Town Clerk thanked everyone involved in supporting with this event. The feedback from those that had attended was excellent. It was asked which entertainer/emertainment should be booked for next year and it was **AGREED this be confirmed at the next meeting.**

(b) VE Day 75, 8<sup>th</sup>-10<sup>th</sup> May 2020

There was further discussion on this event and it was agreed this be a garden party, celebrating the 75<sup>th</sup> Anniversary of VE Day. It was **AGREED the event be held on Thursday 7<sup>th</sup> May 2020 from 12 noon to around 6pm for Peterlee residents only; vintage clothing optional; Karen Kennedy be booked to perform; “themed” food; tickets be offered free of charge and weather permitting the grounds be opened up and used during the event.**

(c) Armed Forces Event

Following discussion about the previous event held for the past two years it was **AGREED this event not be held this year. FURTHER AGREED the Flag Raising Event still be held to celebrate the Armed Forces.**

(d) Peterlee in Bloom, to confirm dates

The 13<sup>th</sup> July was confirmed as the judging day for this event with the presentation lunch on 23 July 2020 . Members asked if it would be possible for them to have a supply of entry forms that they could give out to residents to encourage increased participation. It was confirmed this would be done.

(e) Summer Fun Days

The dates were given as:-

1<sup>st</sup> August – in conjunction with the Bogey Derby at Woodhouse Park

14<sup>th</sup> August – Eden Lane

21<sup>st</sup> August – Woodhouse Park

Members asked if it would be possible to have a Birds of Prey Demonstration at Heath Close and the Corporate Services Manager asked for any other ideas for the fun days.

42. Date and Time of Next Meeting

**Agreed the next meeting would be 17<sup>th</sup> February 2020 at 6.30pm.**

**Report to** Peterlee Town Council Community & Environment Committee

**Date:** 10<sup>th</sup> February 2020

**Report of:** Ian Hall, Parks Manager

**Report Title:** Provision of a permanent 'Christmas Tree' at Shotton Hall

**Purpose:** This report is intended to provide members with a summary of planting a permanent Christmas Tree at Shotton Hall.

**Background:** As members will be aware, the Town Council's Parks department have installed a temporary Christmas Tree at Shotton Hall for the last 3 years and the Christmas Tree lighting event that is held at Shotton Hall has been increasingly well-attended and more successful event each year.

The Parks Manager was approached by Members to do some costing on planting a permanent Christmas Tree as a features on the lawns outside the main entrance to Shotton Hall where the temporary Christmas tree was installed, intended to save the Town Council money and also provide a more environmentally sustainable solution.

After a comprehensive search of nurseries across the country the Parks Manger has only been able to source one nursery that would supply, deliver and plant a British-sourced Nordmann Fir tree at a cost of £3800. This supplier has a tree ready on site with a good size of 8 meters/26 feet. All other nurseries that have responded to the search would have to import the Christmas Tree from as far as Italy, and have advised that they could not guarantee the condition of the tree as burning off can happen in transport, so they advised viewing the Christmas Tree before purchase. The nursery has a tree ready to plant and as planting time is limited this should be considered backend of February and early March which will give an established Christmas tree for this year and the following years as long as we maintain it.

**Budget:** The Parks Department has no budget to cover the cost of the Christmas tree in the 2019/20 budget, however additional provision has been made for the 2020/21 budget to pay for a new living tree.

**Recommendation** Members are recommended to agree to the purchase and installation of a permanent Christmas Tree from Todds Nursery of Biggleswade, Bedfordshire, at a cost of £3800.

## **Appendix 1: Implications**

**Finance** – The report sets out the cost of a Permanent Christmas Tree for Shotton Hall at £3800 as detailed in the report.

**Staffing** - No direct implications.

**Risk** – No direct implications.

**Equality and Diversity / Public Sector Equality Duty** No direct implications.

**Accommodation** - No direct implications.

**Crime and Disorder** - No direct implications.

**Human Rights** - No direct implications.

**Consultation** - No direct implications.

**Procurement** – The procurement process outlined in this report is in line with the Council's

Financial Regulations

**Disability Issues** - No direct implications.

**Legal Implications** - No direct implications.

**Data Protection** - No direct implications.

