



PETERLEE TOWN COUNCIL

2nd August 2022

A MEETING OF THE SCRUTINY & PROGRESS COMMITTEE WILL BE HELD ON MONDAY 8TH AUGUST 2022 IN THE BRANDLING SUITE, SHOTTON HALL, PETERLEE, SR8 2PH at 2.00PM

AGENDA

Ian Morris, F.S.L.C.C
Town Clerk (Proper Officer of the Council)

1. Apologies for Absence

2. The Minutes of the last meeting held on 22nd April 2022
(attached)

3. Current & Future Budgets
To consider the impact of the current financial context. The Clerk shall give a verbal presentation to the group.

Scrutiny & Progress Working Party – 14 members, Chair K Hawley & Vice Chair M A Cartwright, S Franklin, T Duffy, B Fishwick, D Howarth, D Hawley, G Johnson, M Sanderson, E Watson, K Liddell, M McCue G Johnson & R Burnip

THE MINUTES OF THE MEETING OF THE SCRUTINY COMMITTEE
HELD IN THE BRANDLING SUITE, SHOTTON HALL, PETERLEE
ON FRIDAY 22ND APRIL 2022

PRESENT: COUN K HAWLEY (CHAIR)

Mesdames: - M A Cartwright & J Black

Messrs:- M Sanderson, R Moore, D Hawley & B Fishwick

1. Apologies for Absence

Apologies for absence were submitted and accepted on behalf of Councillors D Quinn, G Johnson, K Liddell, M McCue and D Howarth. **RESOLVED the apologies for absence be recorded.**

2. The Minutes of the Last Meeting of the 28th September 2021 were approved and accepted as a true and correct record.

3. Shotton Hall

The Facilities Manager gave an update on operations since Shotton Hall re opened its doors in May 2021 for the first function following COVID 19. He confirmed that Shotton Hall was currently accepting bookings up to and including December 2022 and he was receiving enquiries for 2022, 2023 and 2024 demonstrating there was still a demand for hire, albeit as a different operating model than previously as there was no chef and limited catering provision. Income up to the end of March 2022 was approximately £56,000. The Town Clerk advised he had included a zero income figure in the 2022/23 budget and so this was a positive position.

Members asked for an update on the repairs required to the building and the Town Clerk confirmed that he was working with DCC Procurement Team to appoint a lead architect/consultant for the options & design work and in the meantime he would continue to look for grant funding opportunities.

4. The Pavilion Improvement Plan – Draft

Members considered the draft Pavilion Improvement Plan presented by the Pavilion Manager. He encouraged Members to visit and use the Pavilion and the FunkaDeli Bistro and provide him with feedback and asked that they share marketing for the facilities through their social media feeds. Various suggestions were offered for the types of groups that might be attracted into the Pavilion ie dog walkers, war games, e-sports.

The Clerk asked if there were any areas of particular interest with Shotton Hall or the Pavilion they may wish to have the group consider. No areas were provided at the meeting.

It was suggested the Council needed to consider what services they wished to provide and then what staff did the Council need to deliver this.

5. Member engagement & Meeting Attendance

The Town Clerk reported the average attendance at the Council Meeting from May 2021 was 66%. For the Resources and Community Environment Committee it was 34% and 38%. For the newly established Members briefing there were 5 out of the 22 Councillors that joined the session.

Anonymized individual attendance figures were also provided.

The Group were asked for feedback and it was suggested that training be held for such issues as budget setting. It was also suggested the dashboard with the attendance information should be circulated to all Members and they be asked why they were not attending meetings. It was questioned what were the barriers to attending; was it the time, the content, the location of the meetings? And what could be done to improve their meeting experience.