



14th August 2018

In accordance with Paragraphs 7 & 10(2) (b) of Schedule 12A of the Local Government Act 1972 I hereby summon you to attend a Meeting of **PETERLEE TOWN COUNCIL** to be held in the **Council Chamber**, Shotton Hall, Peterlee, SR8 2PH, on **Monday 20TH August 2018 at 6.30pm**

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

Town Clerk

(Proper Officer of the Council)

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.

BUSINESS TO BE TRANSACTED

1. Apologies for Absence

2. Public Participation Session

Will be held to allow Members of the public an opportunity to put questions to the Council. This item of business to last no more than 15 minutes, as per Council Standing Orders.

3. 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.

4. To Approve the Minutes of the Council Meeting of the 23rd July 2018 & Special Meeting of the 6th August 2018

The minutes of the previous meeting and Special Meeting are attached for consideration and approval as a true and correct record.

(attached)

5. The Minutes of the Scrutiny & Progress Meeting of the 20th July 2018

The minutes of this meeting are attached for consideration and approval as a true and correct record.

6. Planning

Land to the North of Hackworth Road, N W Ind Estate

Gas fuelled capacity mechanism embedded generation plant to support the National Grid – re submission

For comment/feedback

7. Exclusion of the Press and Public

To resolve 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 1961 & the Local Government (Access to Information) Act, Part 1, paragraphs 1& 12.

8. Town Clerk's completion of CiLCA qualification

Members will receive a report from the Deputy Town Clerk regarding the recent completion of the Certificate in Local Council Administration qualification by the Town Clerk.

(Attached)

9. PLGA & Lowhills Shop – Update

The report of the Town Clerk which is intended to provide an update on the current status of the Peterlee Leisure Gardeners Association and the former shop/building at the Lowhills Road Leisure Gardens Site

(Attached)

10. Spokesperson of the North East Party’s Report

11. Spokesperson of the Labour Political Party’s Report

PETERLEE TOWN COUNCIL MINUTES OF THE COUNCIL MEETING OF THE 23RD JULY 2018

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 23RD JULY 2018 at 6.30PM

PRESENT:- COUN S MEIKLE (CHAIR)

Mesdames:- A C Long, K Hawley, K J Duffy, K Liddell, V Watson & M A Cartwright & S Simpson

Messrs:- S Kirkup, R Kyle, G Carne, S McGlen, A Wilkinson, J Robinson, S Franklin, T Duffy, S Kirkup, R Moore, S Miles & A Watson

Prior to the start of the meeting the Chair/Mayor read out a statement reminding all Members not to use “in association with Peterlee Town Council” on publicity for events that had not been formally approved by the Council. Members were reminded of the need to abide by the Code of Conduct.

35. Apologies for Absence

Apologies had been submitted by Councillor S McDonnell, L Fenwick & C Watkins. **RESOLVED** the Council approve the reason submitted for absence received from the Councillors listed, and their apologies for absence be recorded.

36. Public Participation Session

A public participation session was held to allow members of the public an opportunity to put questions to the Council. There were no members of the public present.

37. 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.

38. To welcome Alan Simpson, Community Alcohol Partnerships, (CAP) Advisor, England (East) and Scotland to the meeting

The Chair welcomed Mr Simpson to the meeting. Mr Simpson gave an overview of the work of the CAP's and whilst there had been a CAP in place for Peterlee

Town Centre 3 or 4 years ago, which had been very successful, he asked Council to consider if it would be useful to bring back a CAP for Peterlee and the wider area. The Chair opened the meeting for a question and answer session at the close of which the Chair thanked Mr Simpson for his attendance. Members were happy to start developing this initiative further and asked for the information presented by Mr Simpson that evening to be sent to them electronically. **RESOLVED the Town Council support the potential for the development of a CAP in Peterlee.**

39. Anti Social Behaviour in the Town Centre

This item had been requested by Councillor K Duffy. Councillor Duffy advised they had been contacted by residents living close to Asda and apparently the noise from cars driving around on the rooftop car park was causing a nuisance and disrupting sleep. She asked for the Council's support in contacting the Police and Asda to ask for their support in tackling this issue. PCSO Michelle Burr was in attendance at the meeting and reported measures that had been put in place to try and tackle the problems being experienced all of which were pro active and members and the public were encouraged to make reports to 101. **RESOLVED the information given be noted.**

40. The Minutes of the Council Meeting of the 25th June 2018 a copy of which had been circulated to each Member, were approved.

It was asked if contact had been made with Rt Hon Nick Hurd, and it was asked this be chased up. It was reported there had been issues with the North Blunts site with illegal fires. **RESOLVED further contact be made with Rt Hon Nick Hurd.**

41. The Minutes of the Resources Committee of the 2nd July 2018 a copy of which had been circulated to each Member, were approved.

Matters Arising

(a) Minute Number 16 – Floodlights at the Rugby Club Eden Lane

There was discussion on this matter and it was agreed it needed to be confirmed that there was a problem with the lights, it was suggested there was an issue with the distribution of the light and it needed to be tilted. **RESOLVED this be investigated further and if necessary a price be obtained for this work.**

(b) County Durham Plan

RESOLVED Members receive a copy of the response made by the Town Council to Durham County Council.

(c) Minute Number 21 – Purchase of Catering Appliances

RESOLVED approval be given to the virement of monies from the Capital projects budget 9801 (underspend) to code 4930 for the purchase of this equipment. It was also asked once again all staff be fully trained on the use of the new equipment.

42. The Minutes of the Community & Environment Committee of the 9th July 2018 & the Special Meeting held on 14th June 2018 a copy of which had been circulated to each Member, were approved.

Matters Arising

(a) Minute Number 23(iii) Emergency works – Eden Lane Shutter Door
RESOLVED reference include that works carried out by a contractor were done so free of charge.

(b) Minute Number 23(v) Thorntree Gill Leisure Gardens
Progress with this was requested. **RESOLVED Members be advised of the current situation with this project.**

Members referred to a recent break in and asked that in future any such incidents be reported to local Ward Members so that they were kept informed. **RESOLVED this be done where possible.**

43. The Minutes of the Scrutiny & Progress Meeting of the 22nd June & 6th July 2018 copies of which had been circulated to each Member, were approved.

Matters Arising

Members requested update on several items and stressed how important a timescale of when items would be completed was to them and they suggested an Action Plan sheet be used with timescales and end dates.

Councillor A Watson confirmed he was to meet with the cricketers and then represent their wishes at the meeting with the Town Clerk and the fencing contractor.

Councillor T Duffy reported he had been threatened by people with air rifles when walking his dog across the Helford Road playing fields area that night.

Councillor Miles offered his sincere thanks to Officers and partners for their work in dealing with the GRTs encampment on Lowhills Road.

44. Spokesperson of the North East Party's Report

Councillor A Watson reported he had carried out a walk about through the Dene Parks Area with the Town Clerk and new Parks Manager and an Action Plan for the area was to be put together. He thanked the staff for keeping the plants watered

PETERLEE TOWN COUNCIL MINUTES OF THE COUNCIL MEETING OF THE 23RD JULY 2018

and he asked everyone to look out for elderly neighbours in the heat wave. He reported the screenings of World Cup matches on the big screen in the Pavilion had been a huge success.

45. Spokesperson of the Labour Party's Report

Councillor McGlen offered the report in Councillor Fenwick's absence. He spoke about the potential role of alcohol with some of the issues in North and South Denes.

PETERLEE TOWN COUNCIL

MINUTES OF THE SPECIAL MEETING OF THE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 6TH AUGUST 2018 at 6.30PM

PRESENT:- COUN S MEIKLE (CHAIR)

Mesdames:- A C Long, K Hawley, K J Duffy, K Liddell, L Fenwick & S Simpson

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

46. Apologies for Absence

Apologies had been submitted by Councillor S McDonnell, J Robinson, C Watkins, M A Cartwright & S Kirkup. **RESOLVED the Council approve the reason submitted for absence received from the Councillors listed, and their apologies for absence be recorded.**

47. 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 at the meeting.

48. Peterlee Show 2018 – Horticulture Event

Councillor A Watson asked the Council to consider moving the Horticulture Show into the bar area to allow the main stage to be projected onto the big screen in the main room, live.

Following considerable discussion where the various aspects of each room and the nature of the events were considered it was **RESOLVED the Horticulture Show remain in the main room at the Pavilion.**

49. New Year's Day Event

The Facilities Manager reported that staff were willing to work both New Years Eve and New Year's Day and he outlined the staffing costs for the New Year's Day event. The costs of the disco were given and it was suggested food be offered for sale and the event be "Beach Party" themed. It was suggested a ticket price of £6.00 be set and the Facilities Manager would calculate the number of tickets that needed to be sold to break even. **RESOLVED an event be held on new Year's Day at Shotton Hall with tickets being offered for £6.00 each.**

50. Meeting Schedule – August Recess

It was asked why a recess was held and suggested that meetings were needed to conduct business in August. The Clerk gave the background to councils holding a recess period in August however he stressed if the council wished to it could agree to continue to hold meetings as per its usual meeting schedule in August. The current schedule of meetings had been agreed at the Annual Meeting in May 2018.

Councillor A Wilkinson came into the meeting at 7.10pm.

Following a lengthy discussion on the matter it was **RESOLVED Peterlee Town Council continue to operate with a recess period in August.**

51. Hampshire Place Play Area

Councillor Meikle provided a progress report following his recent meeting with the Police on site with local residents. It was reported that in the last three week period no calls had been received via the 101 service reporting incidents at the play area. There had been regular patrols agreed with the Police and this was an ongoing process. There had been recommendations offered by the Police in tackling any of the issues that had been reported. Members did suggest that perhaps an alteration to the access/egress points to the Park could be considered further and the Clerk advised he would discuss this with the Parks Manager. **RESOLVED that access/egress be considered further and appropriate changes be made.**

THE MINUTES OF THE MEETING OF THE
SCRUTINY & PROGRESS COMMITTEE HELD IN THE COUNCIL CHAMBER, SHOTTON HALL,
PETERLEE ON FRIDAY 20TH JULY 2018 AT 9.00am

PRESENT: COUN A WATSON (CHAIR)

Mesdames:- K J Duffy & K Hawley

Messrs:- C Watkins & R Moore

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.

No declarations of interest were made by those present.

19. Apologies for Absence

Apologies had been submitted and accepted from Councillors V Watson, L Fenwick, A C Long, T Duffy, S Meikle & K Liddell. **RESOLVED the Council approve the reason submitted for absence received from the Councillors listed, and their apologies for absence be recorded.**

20. 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.

21. The Minutes of the last Meeting held on 6th July 2018

Members were asked to note and approve the attached minutes. Progress with the cricket fence was requested and it was confirmed the planning permission had been resolved, the fence ordered and a start date was awaited. A final site visit was to be held with the contractor to agree the final fence line. The Clerk clarified the situation regarding youth provision. Progress with the patio area at The Pavilion was requested. It was advised confirmation had been received that planning permission was not required and final plans were awaited from the Architect. The Clerk also gave an update on the refusal by DCC for an asset transfer of the North Blunts site. **RESOLVED the minutes be approved as a true and correct record.**

22. Hill Rigg House

- Users

- Income
- Sports use/showers

Consideration was given to the income and expenditure for the building. In discussions it was suggested that the electric and water meters be isolated so that separate billing could be done. It was also suggested the current usage and charges should be reviewed. Potential grant funding to improve the changing rooms was also suggested. Reference was also made to wages being coded to the site/building and the Clerk assured that he intended making changes to the financial management system. It was asked if the utility bills were estimated or actual, the cost of window cleaning was questioned along with the telephone line/alarm line rental.

It was agreed a full progress report be made to the meeting in October 2018 covering the issues discussed.

23. Play Area Strategy/Programme/Plan

At the meeting of the Play Area Strategy Working Party held on 12 March 2018, it was agreed to advance the play area strategy, the redevelopment of the Oakerside Drive Play Area in an improved location next to the Pavilion be made a priority with improvements at Woodhouse Park following. A Future investment programme be agreed for the remaining play areas.

A Local Member explained that the Heath Close play area needed attention and she had been receiving lots of feedback from local residents about it. The Parks Manager reported he had been advised this play area was not used very much; a local Ward Member suggested this may be the case as it was so run down and he gave an example he had seen of play equipment in Holland.

Councillor KJ Duffy left the meeting at 10.55am.

Members discussed how the current budget might be allocated with Heath Close and Helford Road being identified as priorities.

Agreed that the Clerk and Parks Manager meet with local ward Members and establish the parameters for each project, Heath Close and Helford Road, and this form the basis of a report if possible to the Council Meeting in August 2018 or to a meeting in September.

24. Bedding Plants

The Town Clerk explained the process that had been used for the supply of bedding plants, including details of a price benchmarking exercise carried out in October 2017. Members asked if the Town Council could consider growing its own plants, the Parks

Manager advised that economies of scale of purchasing from bulk suppliers significantly outweighed the benefits of self grow. He did however suggest there were avenues where partnership working could be pursued for example with Direct Steps in Woodhouse Park for a local planting scheme. **RESOLVED the information given be accepted.**

25. To agree items for the next meeting, date & time

The next meeting was scheduled for **Friday 7th September at 10.00am, Shotton Hall** and it was suggested the meeting be given an update on media and advertising and marketing in general for the Town Council and for Shotton Hall ie the plan to increase usage and promotion of Shotton Hall.