



22nd January 2019

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 28TH JANUARY 2019 at 6.30pm**

A handwritten signature in blue ink, appearing to read "Ian Morris".

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

4. To Approve the Minutes of the last meeting of the 17th December 2018 and Special Council Meeting of the 21st January 2019

The minutes of the previous meeting are attached for consideration and approval as a true and correct record. The minutes of the Special Meeting shall be circulated prior to the meeting next week.

(attached)

5. The Minutes of the Resources Committee of the 7th January 2019

The minutes of the meeting of the Resources Committee are attached for Members to note their contents.

(attached)

6. The Minutes of the Community & Environment Committee of the 14th January 2019

The minutes of the Community & Environment meeting are attached for Members to note their contents.

(attached)

7. Spokesperson of the North East Party's Report

8. Spokesperson of the Labour Political Party's Report

PETERLEE TOWN COUNCIL MINUTES OF THE COUNCIL MEETING OF THE 17TH DECEMBER 2018

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 17TH DECEMBER 2018 at 6.30PM

PRESENT:- COUN S MEIKLE (CHAIR)

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

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

105. Apologies for Absence

Apologies for absence were offered and accepted from Councillors S McDonnell, M A Cartwright, C Watkins, R Kyle & A Wilkinson.

106. 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 at the meeting.

107. 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 received.

108. The Minutes of the Council Meeting of the 26TH November 2018 a copy of which had been circulated to each Member, were approved, subject to S McGlen being shown as in attendance at the meeting.

Matters Arising

Minute Number 100 – Acoustic Panels

Progress with this installation was requested. Councillor McGlen offered to carry out some tests with a reverberation time meter and this was accepted. **RESOLVED progress be awaited.**

109. The Minutes of the Resources Committee of the 3rd December 2018 a copy of which had been circulated to each Member, were noted. Councillor K Liddell had been in attendance at the meeting.

110. The Minutes of the Community & Environment Committee of the 10th December 2018 a copy of which had been circulated to each Member, were noted. Councillors K & T Duffy had declared an interest on the item relating to the allotment site at Thorntree Gill.

Matters Arising

(i) Minute Number 66 – engaging with residents in Edenhill regarding the cemetery at Eden Lane

Progress was requested and it was confirmed that the support of the Groundwork Project Officer in Edenhill was to be sought to best engage with residents.

(ii) Minute Number 68 – Thorntree Gill Allotment site – amenity room and storage area

Progress was requested with this new build, and the Town Clerk advised he hoped to have this project committed by the close of this financial year.

RESOLVED the information given be noted.

111. 2019/20 Budget Headlines

The Town Clerk gave a presentation on headline issues for the 2019/20 budget year. He recapped on the pressures and opportunities the Town Council faced in setting the 2018/19 budget and then went on to outline the opportunities assuming a 0% increase in the 2019/20 precept which were the net effect of the increase in the council tax base and decrease in the LCTSS of only £29.00. There was also the potential to cut the discretionary spending budget and income increase. The pressures were capital investment, staffing costs, (the pay award and increments) and external pressures such as inflation costs.

Councillor T Duffy came into the meeting at 8.00pm.

It was suggested the use of mobiles be a future item for the Scrutiny agenda.

The Town Clerk then offered for Members various scenarios and their cost/effect including reducing the precept by 2%; providing a youth club in the Town with Town Council employed youth workers etc. The Clerk asked Members for any ideas on revenue expenditure to be passed on to him by early January 2019 at the latest to enable them to be properly considered. **RESOLVED the information given be noted.**

112. Disciplinary Policy

Members were asked to approve some amendments to the Town Council's staff disciplinary policy, a copy of which had been circulated to each Member. Members gave some feedback and asked if it could be concluded that a person could bring along a friend or relative to a hearing in a support capacity only. The Town Clerk advised he would seek advice on this matter and report back to Council.

RESOLVED the amendments as given to the disciplinary policy, be approved and the other item be clarified at the next meeting.

113. Spokesperson of the North East Party's Report

Councillor A Watson gave an update on the Santa's Wish project saying how well it was going. He reported there were still issues in Peterlee and he asked if the Police be invited to a future meeting. He sent his best to Councillor Cartwright. In closing he wished everyone a Happy Christmas and Happy New Year. **RESOLVED the information given, be noted.**

114. Spokesperson of the Labour Political Party's Report

Councillor Fenwick sent her get well wishes to Councillor Cartwright. She reported the new Aldi store opening in Peterlee with lots of shoppers using it and being excited by the new store, she felt we should fight for investment and it would be exciting to see what we could attract next. **RESOLVED the information given be noted.**

The Mayor closed the meeting and wished everyone a Happy Christmas and 2019.

THE MINUTES OF THE MEETING OF THE
RESOURCES COMMITTEE HELD IN THE COUNCIL CHAMBER, SHOTTON HALL,
PETERLEE ON MONDAY 7th JANUARY 2019 AT 6.30PM

PRESENT: COUN A WATSON (CHAIR)

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

Messrs:- C Watkins, S McGlen, S P Franklin, G Carne, S Miles, A Wilkinson
R Moore, S Kirkup & J Robinson

56. Apologies for Absence

Apologies had been submitted and accepted from Councillors T Duffy, & L Fenwick.
RESOLVED the Council approve the reasons submitted at the meeting for absence received from the Councillors listed, and their apologies for absence be recorded.

57. To receive declarations of interest

Members were reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise. No declaration of interests were received.

58. Citizens Advice Reporting

The Committee welcomed Sarah and Wendy from Citizens Advice, Durham to the meeting. Sarah circulated a report to the Committee outlining the work that Citizens Advice have been able to do with the £12,000 grant made available by Peterlee Town Council for the employment of a Benefits Caseworker, with statistics for the calendar year January to December 2018.

Members noted that during this period the caseworker had dealt with 245 unique clients and 738 issues, of which, 699 were issues relating to benefits and tax credits. These issues had resulted in 364 interventions by the caseworker on behalf of the clients. As a direct result of these interventions there has been an income gain for Peterlee residents of at least £724,023 – the equivalent of £60.33 of income gain for every £1.00 invested by Peterlee Town Council in the project.

Following a number of questions and answers, Members gave a round of applause for Wendy, the caseworker and thanked Sarah and Wendy for their attendance at the

meeting. Members supported a proposal to increase the funding to around £18,000 per annum to allow the caseworker service to be extended to 3 days a week, and it was **RESOLVED that the Town Clerk with Citizens' Advice to develop proposals for the expansion of the current project in the 2018/19 financial year, subject to approval as part of the wider budget-setting process.**

59. The Minutes of the Last Meeting

Members approved the content of the draft minutes of the last meeting of this Committee held on 3rd December 2018 and noted the typographical error in the 6th November 2018 minutes relating to the grant made to the Helford Under 7's being amended to £250.00 and not £200.00 as previously stated. The minutes were signed as a true and correct record.

60. The Report of the Finance Sub Committee of the 13th December 2018 a copy of which had been circulated to each Member, was agreed.

61. Neighbourhood Engagement Project Applications

The item on the Bright Eyes Initiative funding for road safety items was deferred to a future meeting.

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

PRESENT: COUN M A CARTWRIGHT (CHAIR)

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

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

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.

69. Apologies for Absence

Apologies had been submitted and accepted from Councillors A Watson, (funeral), S McGlen (work commitments), A Wilkinson, S Meikle, (ill), V Watson & A C Long. **RESOLVED the Council approve the reason submitted for absence received from the Councillors listed, and their apologies for absence be recorded.**

70. To receive declarations of interest

Members were reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise.

71. To Approve the Minutes of the Last Meeting

Members agreed the attached minutes as a true and correct record of the meeting and they were duly signed.

72. Update on Sports Development Activities

The report of the Sport & Wellbeing Manager providing information for Members about activities, PACES, events, funding, marketing and litter management a copy of which had been previously circulated, was considered. Members had several questions relating to progress with litter on the football fields, grant funding bids, an update on the showers at Lowhills Rad, exercise classes and their marketing. Members also congratulated the Sports & Well Being Manager on the successful social inclusion funding bid for the "Taste Budies" project which was due to launch in March 2019. **RESOLVED the information contained within the report, be noted.**

73. Minutes of the Woodhouse Park Working Party of the 5th December 2018 a copy of which had been circulated, were approved and signed as a true and correct record.

Matters Arising from the Minutes:-

a. Minute Number 72(i) Period Poverty

As part of managing the distribution of products free of charge, it was suggested at the meeting that a sanitary products machine/dispenser be installed in the toilets at Woodhouse Park and the Team Leader was to look into this. It was also proposed that a meeting was set up between Peterlee Town Council and the Manager of East Durham College to discuss providing free sanitary products to them. Members were agreeable to these suggestions. **RESOLVED the information given, be noted.**

b. Minute Number 73. The Community Building

A local Member reported that as they are now a constituted group, they wanted to know if they would be able to move location, or apply for funding towards a new building. The Deputy Town Clerk advised this was something which could be discussed and advised the local member to e-mail the Town Clerk for the details of her plan(s) to be considered. It was stressed this building would be within the Park. It was reported there were various avenues of external support available when it came to applying for grant funding. **RESOLVED the information given, be noted.**

74. Peterlee Show Entertainment 2019

The report presented Members with the option of a circus attending the show to fill one of the areas of the new layout. This would need to be situated on the rugby pitch. One other performer was needed to complete the main arena entertainment on the Saturday afternoon. **RESOLVED a double vander wheel at a cost of £1,895.00 be booked for this years Show, along with a circus at a cost of £6,070. This would complete the entertainment for Peterlee Show for 2019. FURTHER RESOLVED the decision regarding charging for entry to the circus be considered in due course.**

A Local Member advised on fantastic feedback and thanks and appreciation expressed by local residents that had attended the recently held over 60's New Year Party.

Councillor Mc Donnell provided details on consultation being carried out with regard to proposed changes to fire station provisions and cover by County Durham and Darlington Fire & Rescue Service.

