

PETERLEE TOWN COUNCIL

THE MINUTES OF THE ANNUAL MEETING OF PETERLEE TOWN

COUNCIL HELD IN THE COUNCIL CHAMBER, SHOTTON HALL,  
PETERLEE

ON MONDAY 15<sup>TH</sup> MAY 2006

PRESENT: COUN R KYLE

Mesdames:- A E Laing, J I Measor, A Lowden, M  
Milsom, M A Cartwright

Messrs:- D Coates, D Milsom, C J Metcalfe, R Huitson,  
T Jones, E W Hall, G Calvert, C Robbins, W M Jeffrey,  
H Bennet, B Joyce, R Jones, B Scott

The Leader welcomed everyone to the meeting. He thanked the Mayor and Mayoress for their commitment and for the way they had carried out their positions which he appreciated. In closing he wished them both well for the future.

1. TO ELECT A MAYOR FOR THE ENSUING YEAR

Nominations were invited for the position of Mayor.

**RESOLVED that Councillor R Kyle be elected as Mayor of Peterlee for the ensuing year.**

The outgoing Mayor Councillor Curtis handed over the Chain of Office to Councillor Kyle.

Councillor Kyle expressed his thanks and appreciation to the outgoing Mayor and his wife. He thanked his fellow Town Councillors for nominating him to the position of Mayor which he felt was an honour and a privilege.

2. TO ELECT A DEPUTY MAYOR FOR THE ENSUING YEAR

Members were asked to elect the Deputy Mayor for Peterlee Town Council.

**RESOLVED that Councillor Mrs M A Cartwright be elected to as Deputy Mayor of Peterlee Town Council for the ensuing year.**

3. PRESENTATION TO FORMER MAYOR OF PETERLEE TO MARK HIS YEAR OF OFFICE

The newly elected Mayor, Councillor R Kyle, was pleased to present Councillor R Curtis, former Mayor of Peterlee, with his past Mayor's badge to commemorate his Year of Office.

**RESOLVED that the information given, be noted.**

4. TO APPOINT A MAYORESS/CONSORT

Councillor Kyle advised that his Mayoress would be Ms C O'Connor.

**RESOLVED that the information given, be noted.**

5. TO APPOINT A DEPUTY MAYORESS/CONSORT

Councillor Cartwright that her Consort would be her husband Paul.

**RESOLVED that the information given, be noted.**

6. TO ELECT A LEADER

Members were asked to give consideration to the election of a Leader of the Council for the ensuing year.

**RESOLVED that Councillor W M Jeffrey be elected to the position of Leader of Peterlee Town Council for the ensuing year.**

7. TO ELECT A DEPUTY LEADER

Members were asked to elect a Deputy Leader for the ensuing year.

**RESOLVED that Councillor A Lowden be elected as Deputy Leader of Peterlee Town Council for the ensuing year.**

PRIOR TO THE START OF THE BUSINESS OF THE MEETING, THE LEADER CHAIRMAN ASKED FOR A MINUTES SILENCE AS A MARK OF RESPECT FOR THE LATE COUNCILLOR TOM BARRY, WHO HAD RECENTLY PASSED AWAY.

8. TO APPROVE THE MINUTES OF THE LAST MEETING

Matters Arising

Minute Number 243 - Hackney Carriage/Private Hire Vehicle Enforcement, a copy of the reply received from the District of Easington agreeing that the Council fully appreciates the role it has to play to try and alleviate the problem. They gave details on what action they had taken and intended to take and would keep the Town Council advised on this matter.

**RESOLVED that the information given, be noted.**

Minute Number 283 - December Bookings in the Banqueting Suites, the Town Clerk advised that he had received confirmation from the Peterlee and District Lions Club that they would not be amending their constitution to allow them to release funds to be pay for December bookings in 2007 and 2008, and they would change their bookings to the month of January.

**RESOLVED that the information given, be noted.**

8. COMMITTEES & SUB-COMMITTEES

**RESOLVED that the following Members be appointed to the following committees:-**

- a) FINANCE & GENERAL PURPOSES COMMITTEE  
(All Members of the Council)
- b) FINANCE SUB-COMMITTEE  
(17 Members excl A Lowden, A Geldard, D Coates, H Bennett & W M Jeffrey)
- c) PARKS & CEMETERY COMMITTEE  
(All Members of the Council)
- d) PLANNING COMMITTEE  
(All Members of the Council)
- e) ESTABLISHMENT COMMITTEE  
(All Members of the Council)
- f) PETERLEE INFORMATION CENTRE COMMITTEE  
(All Members of the Council)
- g) MAYOR'S COMMITTEE  
(To be determined by Mayor)
- h) PETERLEE SHOW COMMITTEE  
(All Members of the Council)
- i) JOINT CONSULTATIVE HEALTH & SAFETY SUB-COMMITTEE  
(4 Members plus Mayor & Deputy Mayor, W M Jeffrey, A Lowden, T Jones, M Milsom, R Kyle & M A Cartwright)
- j) CLERK'S ADVISORY COMMITTEE  
(Chairman of all Standing Committees plus Leader, Deputy Leader, Mayor, Deputy Mayor and one other non voting Member)  
R Kyle, R Curtis, A Lowden, T Jones, G Calvert, R Huitson, D Coates, M A Cartwright & W M Jeffrey)
- k) TWINNING SUB-COMMITTEE  
(All Members of the Clerk's Advisory Committee)
- l) SHOTTON HALL SUB-COMMITTEE  
(16 Members) Councillor J I Measor, T Jones, R Curtis, H Bennett, W M Jeffrey, R Kyle, C J Metcalfe, B Scott, R Huitson, D Coates, G Cowie, A Lowden, G Calvert, M A Cartwright, M Milsom & D Milsom
- m) APPEALS COMMITTEE

(3 Members) Councillor R Curtis, D Coates & B Scott

n) SECURITY SUB-COMMITTEE

(6 Members) Councillor H Bennett, B Joyce, W M Jeffrey, C J Metcalfe, A Lowden, & R Curtis

o) BEST VALUE REVIEW TEAMS

p) INTERNAL AUDIT SUB COMMITTEE/PANEL

(6 Members – Councillors A Lowden, A Geldard, D Coates, H Bennett, R Curtis & W M Jeffrey)

q) COMPLAINTS COMMITTEE

(5 Members) Councillor A Lowden, G Cowie, W M Jeffrey, R Curtis & C Robbins

r) HELFDORD ROAD WORKING PARTY

(5 Members, one from each Ward) Councillor G Calvert, J I Measor, B Scott, R Huitson & W M Jeffrey

9. TO APPOINT CHAIRMAN & VICE-CHAIRMAN OF THE FOLLOWING COMMITTEES:-

**RESOLVED that the following be appointed to the positions of Chairman and Vice Chairman:-**

a) COUNCIL

Councillor R Kyle

M A Cartwright

b) FINANCE & GENERAL PURPOSES COMMITTEE

Councillor R Curtis

M A Cartwright

c) PARKS & CEMETERY COMMITTEE

Councillor A Lowden

G Cowie

d) PLANNING COMMITTEE

Councillor T Jones

R Curtis

e) ESTABLISHMENT COMMITTEE

Councillor G Calvert

C Metcalfe

f) PETERLEE INFORMATION CENTRE COMMITTEE

Councillor R Huitson

J I Measor

g) **MAYOR'S COMMITTEE**

To be elected at the first meeting

h) **PETERLEE SHOW**

Councillor D Coates until the September 2006 Meeting

In October 2006

Councillor W M Jeffrey

J I Measor

i) **JOINT CONSULTATIVE HEALTH & SAFETY SUB COMMITTEE**

To be elected at the first meeting

j) **CLERK'S ADVISORY COMMITTEE**

Councillor W M Jeffrey

A Lowden

k) **TWINNING SUB-COMMITTEE**

Councillor W M Jeffrey

A Lowden

l) **SHOTTON HALL SUB-COMMITTEE**

To be elected at the first meeting

m) **APPEALS COMMITTEE**

To be elected at the first meeting

n) **SECURITY SUB COMMITTEE**

To be elected at the first meeting

o) **INTERNAL AUDIT SUB COMMITTEE/PANEL**

To be elected at the first meeting

p) **COMPLAINTS COMMITTEE**

To be elected at the first meeting

10. **DELEGATES TO OTHER BODIES**

**RESOLVED** the following be appointed as the Town Council's representative to serve on the following bodies:-

- a) Durham County Association of Parish & Town Councils  
B Scott
- b) Easington Branch of Durham County Association of Parish & Town Councils  
M Milsom, R Kyle & B Scott
- c) Peterlee Community Association  
R Curtis
- d) Council of Voluntary Services for Easington District  
M A Cartwright & G Calvert
- e) Peterlee Youth Centre  
J I Measor
- f) Leisure Gardener's Association  
W M Jeffrey
- g) Peterlee Cricket Club  
R Kyle
- h) Citizens Advice Bureau  
B Scott
- i) Castle Eden Dene Joint Management Committee  
H Bennett B Scott C J Metcalfe
- j) Peterlee Town Band  
R Jones & W M Jeffrey
- k) Peterlee Victim Support Scheme  
J I Measor
- l) Edenhill Scheme (PRIDE)  
J I Measor, M A Cartwright, G Calvert, W M Jeffrey
- m) Tidy Ted Committee  
M A Cartwright & G Calvert
- n) East Durham & Houghall Community College - Parish/Town Council Liaison Comm  
B Scott, M A Cartwright, R Kyle
- o) County Durham Local Agenda 21  
R Huitson
- p) A.L.L.C. Executive  
W M Jeffrey (Reserve A Lowden)
- q) Durham Larger Local Councils Forum  
J I Measor, D Coates, W M Jeffrey, A E Laing

- r) Investors in Children  
J I Measor
- s) Easington District Sports Council  
D Milsom
- t) District of Easington Area Forum  
R Kyle & H Bennett
- u) Management Board of Hill Rigg House  
T Jones
- v) NALC Larger Local Councils Committee  
B Joyce
- w) Consultation Panel for Parish Councils (EDC)  
M A Cartwright & H Bennett
- x) Peterlee Passfield & District Community Association  
B Joyce
- y) Coronary Heart Disease Local Levy Sub Group  
G Cowie
- z) Passmore Pavilion Local Steering Group  
R Huitson
- aa) Communicare  
J I Measor
- bb) Standards Committee  
(1 Rep-nominee elected by the Easington Area Association)
- cc) Local Strategic Partnership & Community Network  
VACANT
- dd) Development in Peterlee Town Centre  
J I Measor & H Bennett
- ee) Police Community Consultative Groups  
D Milsom
- ff) Policing Priority Area Programme  
M A Cartwright
- gg) District of Easington Community Safety Partnership  
R Curtis
- hh) Peterlee Regeneration Panel  
H Bennett, A Lowden, W M Jeffrey, J I Measor & G Calvert
- ii) Shoreline Management Plan  
C Robbins, R Curtis



jj) Capital Projects Group

H Bennett & Town Clerk

kk) National Association of Councillors (Executive)

J I Measor

ll) Cultural Policy Partnership

Town Clerk

**FURTHER RESOLVED that the Town Clerk send a letter to Easington District Sports Council confirming that the Council wished to participate in their meetings, but that they clash with the Council meetings.**

11. SCHOOL GOVERNORS

**RESOLVED that it be noted that the list of Governors was now obsolete.**

12. THE REPORT OF THE MAYOR'S COMMITTEE HELD ON MONDAY 24<sup>TH</sup> APRIL 2006, a copy of which had been circulated to each Member, was agreed.

13. THE REPORT OF THE PETERLEE SHOW COMMITTEE HELD ON THURSDAY 27<sup>th</sup> APRIL 2006, a copy of which had been circulated to each Member, was agreed.

15. PLANNING APPLICATIONS

Details of planning applications relating to Peterlee, which had been submitted to the District of Easington, were circulated to each Member for consideration. Additional applications had been received since the compilation of the Agenda.

In relation to the planning Application for the Extension to Asda

and Upgrading of Boundary Landscaping, adjacent to 1 Upper Yoden Way and above Nos 49-52 Yoden Way, whilst having no objections “in principle” to the development, the Council would seek assurances that the proposed planting/screening of the boundary would have major impact on the appearance of the store, and that the applicants be required to implement and maintain this screening. The District Council be asked whether the screening scheme could be implemented as a pre-condition to the commencement of building works; also whether the tree planting could be extended further, adjacent to the car park, towards McDonalds. The sentiment also be expressed that the Town Council hoped the development generally, including finishes/fascias etc improve the visual appearance of this part of the Town Centre.

**RESOLVED that no objections be offered on the application details given, but the issues relating to the Asda Development be forwarded as set out.**

16. NATIONAL ASSOCIATION OF LOCAL COUNCILS  
ANNUAL NATIONAL CONFERENCE, LIVERPOOL  
CONFERENCE, 22-24<sup>TH</sup> SEPTEMBER 2006

The Town Clerk confirmed that he, along with Seaham Town Council and the District Council had been invited to give a presentation at this Conference on Regeneration Across the District.

**RESOLVED that the information given, be noted.**

17. NATIONAL ASSOCIATION OF COUNCILLORS, WOMEN  
NETWORKING WITH PURPOSE CONFERENCE, 16<sup>TH</sup> -  
18<sup>TH</sup> JUNE 2006, GLASGOW

**RESOLVED that this invitation not be taken up.**

18. EDENHILL IN BLOOM, EDENHILL & CHAPEL HILL  
NORTH RESIDENT'S ASSOCIATION – REQUEST FOR  
FINANCIAL ASSISTANCE

Further to a recent meeting of the Clerk's Advisory Committee the Town Clerk asked members to consider supporting making up hanging baskets for the Edenhill in Bloom project.

**RESOLVED that assistance be given to a value of £350.00 towards plants etc for the hanging baskets.**

19. YOUTH PARTICIPATION – TWINNING VISITS

Members were advised that Durham County Council had suspended all youth exchange visits which involve youths staying with host families pending receipt of guidance on foreign exchange visits. It was suggested that the Liaison Officer speak to Germany on this matter also.

**RESOLVED that the Council also suspend youth visits to hosts families for the time being, but not lose sight of their commitment to encourage young people to get involved with twinning.**

20. STOCKTAKE SUMMARY SHEET FOR THE PERIOD ENDED  
26<sup>TH</sup> APRIL 2006

Consideration was given to the Stocktaker's Report for the period up to 26<sup>th</sup> April 2006.

**RESOLVED that the Stocktaker's Report be received.**

21. ZURICH MUNICIPAL LOCAL COUNCIL ADVISORY  
SERVICE ANNUAL HEALTH & SAFETY SEMINAR – 28<sup>TH</sup>  
JUNE 2006, SHOTTON HALL

Consideration was given to attendance at this seminar.

**RESOLVED five places be reserved for Members, two places taken from the course rota, two from the Health & Safety Sub Committee along with the Estates Manager.**

22. NORTH EAST BUSINESS DIRECTORY & YEARBOOK 2007-  
ADVERTISING OPPORTUNITY

The Town Clerk asked Members to consider supporting this publication by placing a quarter page advert in it at a cost of £200.00.

**RESOLVED that a quarter page advert be placed by the Town Council in the North East Business Directory and Yearbook for 2007 at a cost of £200.00.**

23. RENEWAL OF MEMBERSHIP OF THE DURHAM  
ASSOCIATION OF LOCAL COUNCILS

Members were asked to consider the renewal of the Council's membership of the Durham Association of Local Councils at a cost of £1,736.15.

**RESOLVED that the Town Council renew its subscription to the Durham Association.**

24. RENEWAL OF CODE OF CONDUCT DECLARATIONS

Members were requested to complete a new Code of Conduct declaration should their interests have changed during the year.

**RESOLVED that the information given, be noted.**

25. LEADER'S VERBAL REPORT

The Leader thanked his colleagues for nominating him to the position of Leader; he gave his best wishes to all of the newly elected Chairman and Vice Chairman of Committees and said that he hoped for the Council to continue achieving, moving forward and all working well together.

**RESOLVED that the information given, be noted.**

26. RESOLUTION TO EXCLUDE THE PRESS & PUBLIC  
IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED, THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS & PUBLIC FROM THE MEETING, PERSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1961 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

27. LEASE OF WOODHOUSE PARK, PETERLEE – RENT REVIEW

The Town Clerk gave Members details of the potential rent increase requested by the District Council for this area of land.

**RESOLVED that whilst recognizing that the rent would increase, the District Council be requested to consider implementing the increase from 1<sup>st</sup> April 2007.**

28. REPLACEMENT OF TRACTOR MOWER

Members were asked to give approval to the replacement of a tractor mower, costs as detailed in the report prepared by the Estates Manager. It was confirmed that there was provision within the current budget for this expenditure.

**RESOLVED that approval be given for the purchase of a replacement tractor mower and an order be placed with the lowest tenderer of Lloyd Machinery Ltd in the sum of £8,000.00.**

29. PROPOSED LEASE OF THE CLUB TO PETERLEE TOWN FC

Members were asked to consider the granting of a 12 year lease to the new board known as “Peterlee Town Football Club” based at Eden Lane. The detail and background to the request were given by the Clerk.

**RESOLVED that the Council agree “in principle” to grant Peterlee Town Football Club a 12 year lease of the Social Club on terms to be agreed. The lease to include protection for the Town Council and Football side of the Club should the Social Club fail to meet any loan payments to the brewery.**

30. BUSINESS & COMMERCE TODAY

Further to a previous advertisement being placed in the above publication Shotton Hall Banqueting Suites had been awarded the Annual Award for Corporate Venue of the year 2006.

As a result the Town Council would be granted a 800-1000 word editorial compiled into a full page as a main story as well as re-running the advert with a range of photographs, web site information etc. The cost to the Council would be £356.00 to re-run the advert.

**RESOLVED that an advert be placed along with the editorial in this publication at a cost of £356.00.**

31. PETERLEE & DISTRICT LIONS CLUB – DECEMBER BOOKINGS

The Town Clerk advised that he had received confirmation from the Lions Club that unfortunately their constitution made it impossible for them to pay for the December bookings made for 2007 and 2008. As a result they had now decided to alter their dates to January.

**RESOLVED that the information given, be noted.**

32. PUBLICATION BY PETER LEE

The Town Clerk was pleased to report receipt of a book “Y es C hris –  
F inal A nsw er” by Peter Lee.

**RESOLVED that the book be accepted.**