

PETERLEE TOWN COUNCIL

MINUTES OF MEETING OF THE TOWN COUNCIL HELD

IN THE BRANDLING SUITE, SHOTTON HALL, PETERLEE

ON MONDAY 20TH MAY 2019 AT 6.30PM

PRESENT: COUN T DUFFY (CHAIR)

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

Messrs: G L Carne, S Miles, S P Franklin, R Moore, A T Wilkinson, A S H Meikle, A Watson & C Watkins

MEMBERS WERE REMINDED OF THE NEED TO DISCLOSE ANY INTEREST PREJUDICIAL OR PERSONAL IN ACCORDANCE WITH THE CODE OF CONDUCT.

1. To Elect a Chairman for the Ensuing Year

Members were asked to elect a Mayor for the ensuing year. There were two nominations put forward for this position, Councillors T Duffy and R Kyle and a vote was taken by way of show of hands.

RESOLVED that Councillor T Duffy be elected as Chairman for the ensuing year.

Councillor Duffy thanked his colleagues for their support and advised that his Mayoral consort duties would be shared between his wife and their two daughters.

RESOLVED the information given, be noted.

2. To Sign the Declaration of Acceptance of Office

The Mayor then signed the Declaration of Acceptance of Office to the role of Chairman.

RESOLVED the information given, be noted.

3. Presentation to Former Mayor of Peterlee to Mark his Year of Office

As the newly elected Chairman and Town Mayor, Councillor Duffy presented Councillor Meikle with a medal to mark his year of office. Councillor Duffy complimented Councillor Meikle how well he had carried out his role as Mayor, despite various health issues, and he thanked him for his hard work, dedication and effort.

RESOLVED the information given, be noted.

4. To Elect a Vice Chair/Deputy Mayor & Consort

Nominations for the post of Vice Chairman were invited. Two nominations were put forward for this position, Councillors M A Cartwright and R Kyle and a vote was taken.

RESOLVED Councillor M A Cartwright as Vice Chair/Deputy Mayor for the ensuing year. Councillor Cartwright advised her Consort would be her husband Paul.

Councillor M A Cartwright left the meeting at this point to look after the civic guests.

6. Police Report

The Chair welcomed PCSO Simon Walters to the meeting. It was reported from the period 19th April to 19th May 2019 there had been 546 calls. He then provided a detailed report giving incidents and reports split into areas. He then asked for any issues from Members. Members enquired about plans to manage potential ASB during the end of term school leavers period and PCSO Walters confirmed that this was being managed between the Police and local schools. **RESOLVED the information given, be noted.**

5. Register of Disclosable Pecuniary Interests & other Registerable Interests

All Members were asked to make sure they update and amended their current forms should their circumstances have changed during the year.

RESOLVED Members review and amend their forms if necessary.

8. To Announce a Spokesperson for the Majority Party

RESOLVED Councillor A Watson be named as the spokesperson for the majority party.

9. To Announce a Spokesperson of the Minority Party

RESOLVED Councillor L Fenwick be named as the spokesperson for the minority party.

10. Apologies for Absence
Apologies for absence were submitted and accepted on behalf of Councillor S McGlen.
RESOLVED the Council approve the apologies for absence received, (if given), and their apologies for absence be recorded.
11. The Minutes of the Last Meeting, a copy of which had been previously circulated to each Member, were approved as a true and correct record.
12. Review and Adoption of The Town Council's Standing Orders
Members were asked to review the Council's Standing Orders.
RESOLVED the Standing Orders be adopted.
13. To Confirm the Dates of the Meetings for the Forthcoming Year
Members agreed and confirmed the dates of the meetings for the forthcoming year.
RESOLVED the dates of the meetings for the 2019/20 civic year, be confirmed.
14. Review of the Terms of Reference for committees
Members were asked to review the terms of reference for the Town Council's committees. The following committees, Panels, sub committees and working parties were confirmed:
Resources
Community & Environment
Scrutiny & Progress Committee
Health & Safety Sub Committee
Events Working Party
Woodhouse Park Working Party
New Environmental Park Working Party
Parks & Play Areas Working Party
Lowhills Road Working Party
Human Resources Sub Committee
Disciplinary Hearing Panel
Appeals Panel
Town Clerk's Appraisal Panel

15. To confirm the arrangements for insurance cover in respect of all insured risks
Members were asked to note the insurance arrangements with Zurich Municipal for the forthcoming year.
RESOLVED the insurance arrangements for the Council, be noted.
16. Review of inventory of land and assets including buildings and office equipment
The Town Clerk circulated a summary of the Town Council's assets as provided through the year end accounting process.
RESOLVED the information given, be noted.
17. Review of the Council's complaints procedure
Members were asked to review the Council's complaints procedure, along with the associated vexatious complaints policy.
RESOLVED the complaints procedure and policy for handling complaints, be confirmed.
18. Review of the Council's procedures for handling requests made under the Freedom of Information Act 2000
Members were asked to review the Council's procedures for handling FOI requests under the Freedom of Information Act 2000.
RESOLVED the procedure be confirmed with the amendment FOI Requests be reported to Council when received.
19. Committees, Sub Committees, Working Parties and their Chair and Vice Chair
RESOLVED the following be approved as Chair, Vice Chair and members of the following:-
- Council – all 22 members, Chair T Duffy, Vice Chair M A Cartwright
 - Resources Committee – all 22 members, Chair A Watson, Vice Chair R Moore
 - Community & Environment Committee – all 22 members, Chair M A Cartwright, Vice Chair R Moore
 - ◆ Human Resources Sub – 14 members – Chair, S Franklin, Vice Chair, R Moore, T Duffy, K Duffy & S Miles
 - Appeals Sub Committee – 5 members, Chair K Duffy, Vice Chair T Duffy and M A Cartwright, K Liddell & S McDonnell.
 - Disciplinary Hearings – 7 members, Chair A Watson, Vice Chair

S Franklin, R Moore, G Carne, S Miles, S Simpson & A Long.

- Town Clerk's Appraisal Sub Committee – 5 members, Chair A Watson, Vice Chair T Duffy, K Hawley, S Miles & S Meikle.
- ◆ Health & Safety Sub Committee – all 22 members, Chair A C Long, Vice Chair G Carne
- ◆ Events Working Party – all 22 members, Chair S Meikle, Vice Chair S Miles
- ◆ Finance Sub Committee – 8 (volunteered to be included as signatories on the bank account)
- Scrutiny & Progress Working Party – 14 members, Chair A Watson & Vice Chair K Hawley, T Duffy, S Franklin, M A Cartwright, K Duffy, S Miles, K Liddell, R Moore, V Watson, G Carne, S McDonnell, C Watkins and L Fenwick.
- Parks & Play Areas Working Party – all 22 members, Chair K Duffy & Vice Chair T Duffy
- Woodhouse Park Working Party – all 22 members, Chair A Long & Vice Chair A Wilkinson
- Lowhills Road Working Party – all 22 members, Chair S Miles & Vice Chair G Carne
- Environmental Park (Pony Fields area) Working Party – 14 members, Chair A Watson & Vice Chair S Franklin, T Duffy, A Long, K Duffy, S Miles, R Moore, S McDonnell, S Kirkup, V Watson, G Carne, S Simpson, L Fenwick & R Kyle.

20. Delegates to Other Bodies

RESOLVED the following members be appointed as representatives of the Town Council to serve on the following bodies:-

1. County Durham Association of Local Councils Larger Local Council Forum

Councillor M A Cartwright, T Duffy & S Franklin

2. Easington Area (Durham County Association of Parish & Town Councils)

Councillors M A Cartwright, S Kirkup & K Liddell

3. Castle Eden Dene Joint Management Committee

Councillors V Watson, S Meikle & M A Cartwright

4. Peterlee Town Band

Councillors S Meikle & M A Cartwright

5. Passmore Pavilion Local Steering Group

Councillors S McDonnell & M A Cartwright

6. Shotton Airfield Consultative Committee

Councillor M A Cartwright

7. Healthworks, Easington

Councillor A Wilkinson

8. Peterlee Cricket Club

Councillor S Meikle

21. **Spokesperson for the North East Party Member's Report**

Councillor Watson reported his party continued to be the driving force behind efficiency and savings, whilst delivering more services than ever before.

He reported that the NEP had introduced support for community groups and organisations through the Neighbourhood Engagement Projects fund, to the value of £11,000 a year. The Town Council funding for the Peterlee Citizens Advice Bureau had seen amazing results which equate to a return on investment in the region of £67 into the pockets of local residents for every £1 of funding provided.

The Town Council had increased their investment into the Peterlee Show. The Show which now gets bigger and better, each year has had highest attendances ever. The Fireworks event had the highest attendance ever, family Fun Days across the Town had been introduced along with a contribution to Streetgames to help to reduce anti-social behaviour in and around the town.

The Town Council had installed a fence after almost 20 years of requests from the club for action to improve the facility and tackle ASB, and as a result the cricket provision in the town was safer and more secure and there had been no reports of anti-social behaviour at the Pavilion since the fence was put up.

Various Events and activities had been held/organised:- Armed Forces Day, Santa's Wish supporting local vulnerable families, the Community Cinema, Emergency Services Day, a Community garden established, and the Young Heroes Award Event.

He was pleased to also report there was a programme of works which would soon be underway to improve and update play parks in the town. Period Poverty support had been given in Town Council buildings with the introduction of free sanitary products in council public buildings. The new building for the Thorntree Gill allotments continued to be developed.

Councillor Watson reported on Councillors Duffys' achievement of a bulb planting following ideas from an O'Neill drive resident, allowing the Council to work with residents and Durham county council to produce a beautiful display of spring bulbs.

He advised that just today an audit had confirmed significant improvements had been made at the Town Council Parks Service.

His party had achieved all this and much more with a real term reduction for Peterlee Taxpayers of - 13.33%, reversing the Council Tax increases and increases in reserves over previous years.

In closing, Councillor Watson thanked the many volunteers in Peterlee, thanked all councillors, the Town Clerk and staff. **RESOLVED the report be noted.**

22. Spokesperson of the Labour Minority Member's Report

Councillor Fenwick offered her congratulations to the new Mayor and Deputy Mayor as the party looked forward to the start of a new civic year of working together to help deliver the best service to the residents of Peterlee.

She also said, "well done" to Scott, the outgoing Mayor, for his work over the past year, in particular for his work with the 'Young Heroes', she felt he had helped bring something really special to Peterlee.

She reported she had a guided tour of the newly revamped leisure centre and new library last week and she said it was stunning and she was sure everyone would agree Peterlee residents deserve nice things. She had been assured that the new sauna would be in place in about eight weeks' time. She offered her thanks to all involved, especially Durham County Council. **RESOLVED the report be noted.**