

THE MINUTES OF THE CLERKS ADVISORY COMMITTEE

HELD IN THE MAYOR'S ANTECHAMBER, SHOTTON HALL,
PETERLEE

ON MONDAY 12TH OCTOBER 2009

PRESENT: COUN W M JEFFREY (CHAIR)

Mesdames: J I Measor & L Wood

Messrs: C J Metcalfe, T Jones, D Langan,
H Bennett MBE, J Alvey, R Kyle &
C Austin

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

29. APOLOGIES FOR ABSENCE

No apologies for absence were submitted.

30. TO APPROVE THE MINUTES OF THE LAST MEETING a copy of
which had been previously circulated to each Member, were accepted.

Matters Arising

(a) Minute Number 24 – Request for Concessionary Use of Hill
Rigg House

(i) House Youth Club, Friday Nights

At the Council Meeting it was RESOLVED free use be granted for
this activity until 31st December 2009 and it be suggested to the
Organizers that in the meantime they try to access funding to help
with the running costs of the activity rather than relying on
concessionary use of facilities.

(ii) Community Spirit Youth Group, (Monday nights)

At the Council meeting it was RESOLVED free use be granted for
this activity until 31st December 2009 and it be suggested to the

Organizers that in the meantime they try to access funding to help with the running costs of the activity rather than relying on concessionary use of facilities.

(b) Minute Number 26 – NAC, Crime & Disorder in Our Towns & City Centres, 2nd – 4th October 2009, Chester

At the Council Meeting it was RESOLVED that:-

- (i) that the invitation to attend this event not be accepted;
- (ii) it be agreed that Councillor Measor, the Council's representative be given authority to attend the Executive Meeting with one over night stay, and she advise the Office as soon as possible on the arrangements;
- (iii) Councillor Measor be asked to put to the Executive a formal resolution that NAC consider financing attendance at the Executive Meeting and a suggestion that they should consider transport and accessibility to their future conference venues.

(c) Minute Number 27 – Durham County Council – City of Culture Bid

The Town Clerk reported receipt of a letter from the Leader of the County Council thanking the Town Council for their support for the bid.

RECOMMENDED that the letter be received.

31. REQUESTS FOR FINANCIAL ASSISTANCE

Consideration was given to the requests for financial assistance received from the following organizations:-

PRIOR TO DISCUSSION ON THE FOLLOWING ITEM COUNCILLORS J I MEASOR & L WOOD DECLARED AN INTEREST IN THE MATTER AND TOOK NO PART IN THE DISCUSSION WHICH ENSUED.

- (i) Dene Community School of Technology – 5 day Football Tour to Holland (Train & Play)

RECOMMENDED that a letter be sent to the applicant requesting them to make a further application nearer the time of

the tour, and asking them to identify the breakdown of the cost per pupil, and other contributions received towards the Tour.

(ii) Special Needs Children's Carnivals

The Town Clerk reported that a donation of £250.00 had already been made by the Town Council towards this event.

RECOMMENDED that concessionary use not be granted.

32. REQUEST FOR CONCESSIONARY USE OF SHOTTON HALL BANQUETING SUITES

PRIOR TO DISCUSSION ON THE FOLLOWING ITEM COUNCILLOR W M JEFFREY DECLARED AN INTEREST IN THE MATTER AND TOOK NO PART IN THE DISCUSSION WHICH ENSUED.

(i) EDPIP – Charity Ball, 26th November 2009

The Town Clerk reported that free use of the Banqueting Suites had already been granted for this event.

RECOMMENDED that the information given, be noted.

(ii) Lions Club International – Various dates – 16th October 2009; January 8th 2010; 12th February 2010; 4th June 2010

RECOMMENDED that free use of the Banqueting Suites be granted for the Charter Anniversary on 16th October 2009 only; the event on 4th June 2010 be considered in the next financial year.

PRIOR TO DISCUSSION ON THE FOLLOWING ITEM COUNCILLOR J I MEASOR DECLARED AN INTEREST IN THE MATTER AND TOOK NO PART IN THE DISCUSSION WHICH ENSUED.

33. REQUEST FOR CONCESSIONARY USE OF PETERLEE TOWN SPORTS & SOCIAL CLUB, 4TH NOVEMBER 2009

RECOMMENDED that concessionary use of Peterlee Town Sports & Social Club be granted free of charge to Peterlee Town FC on 4th November 2009.

34. REQUEST FOR CONCESSIONARY USE OF HILL RIGG HOUSE COMMUNITY SPIRIT YOUTH GROUP, 14TH & 21ST OCTOBER 9.15 – 3.00PM, TRAINING)

RECOMMENDED that concessionary use of Hill Rigg house be granted free of charge to Community Spirit on the above dates for training purposes

35. REQUEST FOR CONCESSIONARY USE OF THE PAVILION, APOLLO STEERING GROUP – ONGOING

RECOMMENDED that concessionary use of The Pavilion be granted free of charge to the Apollo Steering Group for their Steering Group Meetings.

36. POWER OF WELL BEING

- (a) Miss Mary Lloyd – workshop & tutoring
- (b) Lewis Deakin – National Youth Theatre
- (c) Miss Stephanie Bell – Scientific expedition to S W Greenland

RECOMMENDED that the above requests be considered at the Council Meeting.

37. DEFERRED REQUESTS

- (i) Old Shotton Black Bull FC

RECOMMENDED that a donation of £20.00 be made to the Football Club towards equipment.

- (ii) Peterlee EBG Football Club

RECOMMENDED that a donation of £20.00 be made to this Football Club towards their operational costs.

(iii) Shotton Hall School – “What difference can I make?” Project
The Town Clerk reported this event took place in September 2009.

RECOMMENDED that no donation be made.

(iv) National Play Day Steering Committee
The Town Clerk reported that this event had taken place in August 2009.

RECOMMENDED that the information given, be noted.

38. LETTER OF THANKS & APPRECIATION – HARTLEPOOL & DISTRICT HOSPICE

The Town Clerk reported receipt of a letter of thanks from the above organization.

RECOMMENDED that the letter be received.

39. ARTS DEVELOPMENT SMALL GRANTS SCHEME

The Town Clerk reported details of this grant scheme.

RECOMMENDED that the information given, be noted.

40. NATIONAL ASSOCIATION OF COUNCILORS, ANNUAL CONFERENCE – LOCAL GOVERNMENT – THE RECESSION & BEYOND, 13TH – 15TH NOVEMBER, GLASGOW

The Town Clerk advised receipt of an invitation to attend this Conference.

RECOMMENDED that this invitation be accepted and the Town Council be represented by 2 Members from the Conference Rota,

together with Councillor J I Measor, the Executive Member, who attends for the 3 days of this Conference.

41. NALC LARGER COUNCILS' CONFERENCE & EXHIBITION, 2ND DECEMBER 2009, LONDON

The Town Clerk advised receipt of an invitation to attend this Conference.

RECOMMENDED that the invitation be accepted and the Town Council be represented by 2 Members from the Conference Rota plus the Leader of the Council.

42. PROMOTIONAL CALENDARS – SHOTTON HALL BANQUETING SUITES & THE PAVILION

The Town Clerk advised of an advertising opportunity whereby calendars would be produced and distributed to every household in the Town. The calendar would specifically market Shotton Hall and The Pavilion. The cost of this proposal would be offset “in part” by advertising.

RECOMMENDED that, subject to the required advertising, support, the Town Council place an order with The Print Factory for 10,000 calendars, delivered to every household in Peterlee at a net cost of £1,130 +vat.

43. YELLOW PAGES SHOTTON HALL BANQUETING SUITES & THE PAVILION

RECOMMENDED that the Town Council take out advertising in the Yellow Pages for Shotton Hall, (Durham, Sunderland & Middlesborough), and The Pavilion, (Sunderland including the Peterlee area), at a total cost of £607.00 plus vat.