

THE MINUTES OF THE CLERK'S ADVISORY COMMITTEE

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

ON MONDAY 12<sup>TH</sup> JULY 2010

PRESENT: COUN W M JEFFREY (CHAIR)

Mesdames: L Wood, J I Measor & M Milsom

Messrs: J Alvey, J Hardy, C J Metcalfe, D Milsom  
& C Austin

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

16. APOLOGIES FOR ABSENCE

There were no apologies for absence received.

17. THE MINUTES OF THE LAST MEETING, a copy of which had  
been circulated, were approved.

Matters Arising

(i) Minute Number 5(i) Request for Financial Assistance –  
Shotton Hall School – Year 7 - Outdoor Residential Visit

**RECOMMENDED that this request be re-considered as soon as  
the information requested was received.**

(ii) Minute Number 7 – Concessionary Use of Hill Rigg House –  
Community Spirit

As requested a copy of this Group's balance sheet had been provided.

**RECOMMENDED that a further three months of concessionary  
use of Hill Rigg House be granted and the Group be requested to  
try and obtain funding towards future rent charges.**

PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM  
COUNCILLOR J ALVEY DECLARED AN INTEREST AND  
TOOK NO PART IN THE DISCUSSION WHICH ENSUED.

18. REQUESTS FOR FINANCIAL ASSISTANCE

Consideration was given to these requests.

(i) Peterlee Town Bowls – Peterlee Open Bowling Competition

**RECOMMENDED that a donation of £250.00 be made towards this event and the Group be asked to estimate the timing of the Awards so that the Mayor could be more fully involved with the event.**

(ii) Finchale Training College – Fitness Room Renovation

**RECOMMENDED that a donation of £100.00 be granted to this organization.**

(iii) Vitalise – Essential Breaks for Disabled People & Carers

**RECOMMENDED that a donation of £100.00 be granted to this organization.**

(iv) East Durham Citizens Advice Bureau

**RECOMMENDED that a donation of £2,000 be granted to this organization.**

19. CONCESSIONARY USE OF HILL RIGG HOUSE – LADIES FOCUS GROUP

The Deputy Town Clerk reported receipt of a request for concessionary use of Hill Rigg House from the Ladies Focus Group.

**RECOMMENDED that a further three months of concessionary use of Hill Rigg House be granted to this organization.**

20. CONCESSIONARY USE OF THE MUGA

The Deputy Town Clerk reported receipt of an application from The Pavilion 5 a- side Football League to use the MUGA at a reduced rate.

This request was supported by the Sports Development Officer who was working in partnership with Mr Oates to set up and run the 5 a-

side League. She suggested a 50% reduction in the facility hire rate for a period of 2 months which she felt would allow the activity time to develop and become established in order to generate funds to cover the full cost of the hire.

**RECOMMENDED that concessionary use of the MUGA be granted at a 50% reduced rate of hire for a period of 2 months for The Pavilion 5 a-side League.**

21. CONCESSIONARY USE OF THE PAVILION

As per authority previously granted to him, the Facilities Manager at the Pavilion had granted the following concessionary uses:

- Acumen Bonny Baby Competition – Bistro – 27<sup>th</sup>-29<sup>th</sup> April 2010
- Peterlee Cricket Club/Peterlee Lions – Casino Night – 20<sup>th</sup> August 2010
- Grace House Appeal (Children's Hospice) – 11<sup>th</sup> June 2010
- Communicare – 24<sup>th</sup> June 2010
- Clarke Lister Appeal – 25<sup>th</sup> September 2010
- Helford United Presentation Evenings – 2<sup>nd</sup>/3<sup>rd</sup> July 2010

**RECOMMENDED that the action taken in granting these concessions, be endorsed.**

22. CIVIC TIES & SCARVES

Consideration was given to the report of the Mayor's Secretary giving the options for the purchase of ties and scarves.

**RECOMMENDED that Members be charged the full cost to purchase an item which would be £9.34 for a tie and £12.87 for a scarf.**

23. CONFERENCES

MINUTES OF THE MEETING OF THE CLERK'S ADVISORY COMMITTEE OF  
THE 12<sup>TH</sup> JULY 2010

Members were advised of receipt of invitations to attend these two Conferences.

(i) NALC Larger Councils Conference & Exhibition – 1<sup>st</sup> December, London – Local Place

**RECOMMENDED that the invitation be accepted and the Leader, Town Clerk and two Members from the Conference rota be authorized to attend this Conference on the Town Councils behalf.**

(ii) NAC - Diversity & Media Training, 24<sup>th</sup> – 26<sup>th</sup> September, London

**RECOMMENDED that the invitation be accepted and two Members from the Conference rota be authorized to attend this Conference on the Town Councils behalf.**

24. INSTITUTE OF MUNICIPAL CLERKS – RENEWAL OF MEMBERSHIP

**RECOMMENDED that the Town Clerk's membership to this body be renewed.**

25. LETTERS OF THANKS & APPRECIATION

The Deputy Town Clerk was pleased to report receipt of letters of thanks from East Durham Homes following concessionary use of the MUGA being granted by the Town Council and from Mr & Mrs Colman for their invitation to the Cultural & Heritage Day Event.

**RECOMMENDED that the letters be received.**

26. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC  
IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED, THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1961

MINUTES OF THE MEETING OF THE CLERK'S ADVISORY COMMITTEE OF  
THE 12<sup>TH</sup> JULY 2010

& THE LOCAL GOVERNMENT (ACCESS TO INFORMATION)  
ACT 1985.

27. LETTER FROM THE DEPUTY TOWN CLERK

The Deputy Town Clerk gave Members information to support her request.

**RECOMMENDED that this request be considered and determined.**