

THE MINUTES OF THE CLERK'S ADVISORY COMMITTEE

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

ON MONDAY 11TH OCTOBER 2010

PRESENT: COUN W M JEFFREY (CHAIR)

Mesdames: L Wood & M Milsom

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

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

40. APOLOGIES FOR ABSENCE

Apologies for absence had been received and accepted from
Councillor J I Measor, who was still poorly.

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

Matters Arising

(i) Minute Number 31 – Request for Concessionary Use of Hill
Rigg House

The Deputy Town Clerk reported receipt of requests for
concessionary use of Hill Rigg House from the Ladies Focus Group,
Cast Offs and Community Spirit, regular long term users of this
Community Building.

**RECOMMENDED that the concessionary use be extended for a
further three months and a letter be sent to the Groups'**

Secretaries to see if use could be “doubled up” in an attempt to save costs.

FURTHER RECOMMENDED that the capacity for each of the rooms be clarified to get the best use of the facility.

(ii) Minute Number 34 – Training & Development Seminars – NAC

The Deputy Town Clerk advised receipt of a reply from NAC at the lack of information supplied to delegates prior to training. Peter Mole assured he would take the comments on board, however they used GAPPP to organise their courses but Peter Moran has been taken ill so he had taken over and he would do his best with the Town Council's request.

RECOMMENDED that the information given, be noted.

(iii) Minute Number 36 – Civic Invitations at the Council Meeting it was agreed that this matter be considered further at the next meeting.

RECOMMENDED that a meeting be held to consider this matter further with the Mayor, Deputy Mayor, Leader, Mayor's Secretary and the Deputy Town Clerk.

42. REQUESTS FOR FINANCIAL ASSISTANCE

(i) Horizon Mental Health - Pool Group

Members were keen to support this Group and details were given of their current use of the Facilities at The Pavilion. It was suggested that further information be obtained and consideration be given to this use at the next meeting of the Pavilion Management Board.

RECOMMENDED that this course of action be followed.

(ii) GT Group Band Peterlee

Consideration was given to this request for financial assistance.

RECOMMENDED that the Councillor Jeffrey and R W Jones arrange to meet with representatives of the Band to consider their request further.

43. CONCESSIONARY USE GRANTED AT THE PAVILION

As per authority previously granted to him, the Facilities Manager at the Pavilion had granted the following concessionary use; The Pavilion Youth Project had been granted concessionary use of the Brian Joyce Room on Sunday 31st October, 4-7pm for their Halloween Party.

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

In considering concessionary use the Deputy Town Clerk advised on the bar takings at the recent event granted concessionary use of the Banqueting Suites on Friday 8th October 2010 by the Oddfellows.

RECOMMENDED that the information given, be noted.

44. NATIONAL ASSOCIATION OF COUNCILLORS

(i) Effective Communications & the use of IT for Councillors, Chester, 22nd – 24th October 2010

RECOMMENDED that this invitation not be accepted.

(ii) AGM & Conference, Working with the new Coalition Government, Friday 26th November 2010, Leeds

RECOMMENDED that this invitation be accepted, and two Members, along with Councillor Measor, (if well enough), be nominated to attend this Conference on the Town Council's behalf.

45. NALC LLCC MEMBERS ELECTION NOMINATIONS – 2010 - 2012

The Leader asked for Member's support in putting him forward as a nomination for membership of the NALC Larger Local Councils' Committee 2010-12. He had served as a member for several years and had also been on the Executive Committee.

RECOMMENDED that this nomination be agreed and supported by the Town Council.

46. STAFF & MEMBERS CHRISTMAS PARTY

The Deputy Town Clerk asked for direction with regard to this event.

RECOMMENDED that the Party not be held this year but that the Mayor have a small reception, as in previous years, following the Council Meeting in December for Members.

47. EAST DURHAM POSITIVE INCLUSION PARTENRSHIP

The Leader of the Town Council, and the Town Council's representative on this organization, reported receipt of letters of thanks from users of this service, which were available for Members to read. The Town Council had previously supported this Group with concessionary use of the Banqueting Suites and it was gratifying to read the letters of thanks.

RECOMMENDED that the information given, be noted.

46. CIVIC TAXI CONTRACT

Members were advised that the Civic Taxi contract was coming to an end shortly and they were asked to give consideration to this service currently being provided by Peterlee Executive Cars.

This company had provided the service for 3 Mayors during their term of civic office and comments were made as follows:-

- Excellent service
- Punctual
- Reliable
- Drivers smartly dressed.

There were no complaints on the level of service being provided. The Deputy Town Clerk advised that she had taken informal advice from

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District Audit on re-awarding the contract to the current provider, in view of the cost and time involved in advertising for interest, and that it was unlikely that a similar level of service could be offered by another firm, and this was an acceptable course of action.

RECOMMENDED that the civic taxi contract be extended for a further two years, subject terms and conditions relating to price, being agreed.

47. SPECIALIST LEGAL ADVICE

Members were asked to endorse action taken by the Deputy Town Clerk, in consultation with the Leader, in engaging a Barrister, at the costs given, for a maximum of no more than five hours work.

RECOMMENDED that the action taken, be endorsed.