

MINUTES OF THE CLERK'S ADVISORY COMMITTEE OF THE 11TH NOVEMBER
2013

PETERLEE TOWN COUNCIL

THE MINUTES OF THE CLERK'S ADVISORY COMMITTEE

HELD IN THE MAYOR'S ANTE CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 11TH NOVEMBER 2013

PRESENT: COUN R KYLE (CHAIR)

Mesdames: M Milsom & M Thompson, (Observer)

Messrs: R Curtis, C J Metcalfe, W M Jeffrey &
D Milsom & A Watson (Observer)

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

20. APOLOGIES FOR ABSENCE

No apologies for absence had been submitted.

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

At the Council Meeting the spokesperson for the Fair Party asked for them to have representation on this Committee, as they held 27% of the seats on the Town Council. It was explained that the make up of this Committee was the Chairman of all principle committees, along with the Mayor & Deputy Mayor and an observer.

It was **RESOLVED** consideration be given to this request.



22. REQUEST FOR CONCESSIONARY USE OF COUNCIL OWNED
BUILDINGS/FACILITIES

(i) Shotton Hall Banqueting Suites

Hartlepool Roundtable Charitable Trust, Motivational Speaking
Event, Thursday 9th January 2014

**RECOMMENDED further information be requested on this
application.**

(ii) The Pavilion

Hartlepool & East Durham Mind, Volunteer Training, 25th November

**RECOMMENDED that a concession of 50% the normal rate of
hire be granted for this use, the Bistro not being used for this
booking.**

23. LETTERS OF THANKS – Hays Travel & Hartlepool & District
Hospice

Members were circulated with a copy of a letter of thanks and
appreciation following a donation made towards the work of the
Hartlepool & District Hospice and raffle prizes for Hays Travel.

RECOMMENDED the letters be received.

24. UPDATE ON FUN DAYS

Members were circulated with a report prepared giving feedback
following this event. Members felt that attendance figures should be
included in future reports if possible. During discussions it was asked
about the children's rides that were on site during these events.

**RECOMMENDED and income/expenditure balance sheet be
prepared following every event.**

Ch

25. HALLOWEEN EVENT – ENDORSEMENT OF ACTION TAKEN

The Deputy Town Clerk asked for endorsement of action taken in granting 15 free gratis tickets to a local charity for children to attend a recent event held at Shotton Hall. She suggested that Members may wish to consider other local groups etc for future events.

RECOMMENDED that the action taken be endorsed.



25
2013