

MINUTES OF THE CLERK'S ADVISORY COMMITTEE OF THE 14TH
SEPTEMBER 2015

PETERLEE TOWN COUNCIL

THE MINUTES OF THE CLERK'S ADVISORY COMMITTEE

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

ON MONDAY 14TH SEPTEMBER 2015

PRESENT: COUN M A CARTWRIGHT (CHAIR)

Messrs: S Miles, A Watson & C J Metcalfe

Councillors W M Jeffrey & J Alvey (Observers)

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

28. APOLOGIES FOR ABSENCE

No apologies for absence had been submitted.

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

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

Matters Arising

Donation Request Peterlee Youth Centre – further consideration

**RECOMMENDED a donation of £200.00 be made towards the
Youth Centre and further consideration be given to increased
financial support for this service at the time of Town Council
budget setting.**

MAE

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In considering donations and grants Councillor Watson suggested the Town Council should consider a similar scheme to that used by Durham County Council with the Member's Initiative Fund, whereby each Town Councillor would be allocated an equal amount to be used towards making a grant to an organisation within the Town of their choice. He felt this would give a more targeted approach to grant funding. **FURTHER RECOMMENDED this be considered further and more information be obtained for the Council to consider this type of scheme.**

31. REQUESTS FOR CONCESSIONARY USE:-

PRIOR TO CONSIDERATION OF THIS REQUEST BOTH COUNCILLOR M A CARTWRIGHT AND S MILES DECLARED AN INTEREST, BOTH BEING MEMBERS OF THE NEIGHBOURHOOD WATCH SCHEME.

Consideration was given to the following requests for concessionary use of the Town Council's facilities:-

(i) The Pavilion

- A Durham Constabulary, Neighbourhood Watch Event, Friday 4th December 2015

RECOMMENDED free use be granted for this event.

- B Peterlee Pumas, Junior Awards, 2nd October 2015

RECOMMENDED free use be granted for this event.

(ii) Shotton Hall

- a SLCC Branch AGM, Friday 9th October 2015

RECOMMENDED the Town Council host the Branch AGM of the Society of Local Council Clerks meeting.

- b The Salvation Army, Day Retreat, 11th January 2016

RECOMMENDED free use be granted for this event.

MAR

32. REMEMBRANCE SUNDAY - WREATH

RECOMMENDED a civic wreath be ordered from the Royal British Legion for presentation by the Mayor at the Remembrance Sunday Parade.

33. DONATIONS & GRANTS POLICY – RE DRAFT

Members were circulated with a suggested re draft of the application form currently used by the Town Council and an update of the supporting information issued to those applying for a grant or concessionary use to the Town Council.

RECOMMENDED this item be deferred.

34. 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, 1960
& THE LOCAL GOVERNMENT (ACCESS TO INFORMATION)
ACT 1985.

35. TOWN CLERK'S GRIEVANCE

Members were advised that further to the report made on legal fees and costs to the meeting held on 7th September 2015, two further accounts had been received and details were given to the meeting. The Deputy Town Clerk also for endorsement of action taken in a further £81.00 being paid for costs, further to the approval given at the meeting held on 13th April 2015, for the medical report to be commissioned on behalf of the Town Council.

RECOMMENDED that the action taken in this regard, be endorsed.

Ma Cartwright