

PETERLEE TOWN COUNCIL

THE MINUTES OF THE ESTABLISHMENT COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL  
PETERLEE

ON MONDAY 4<sup>TH</sup> JANUARY 2010

PRESENT: COUN H BENNETT MBE (CHAIR)

Mesdames: J I Measor, J Black & L Wood

Messrs: C J Metcalfe, D Langan, J Alvey, J Hardy, T Jones, G  
Cowie & R Huitson

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

In the absence of both the Chairman and Vice Chairman, Councillor H Bennett MBE was nominated to Chair the meeting.

56. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and approved on behalf of Councillors R Jones, (family problems), E W Hall, (in London), S McDonnell, (flu), R Kyle, (personal), C Robbins, (injured leg), W M Jeffrey, (flu), D & M Milsom, (illness).

57. THE MINUTES OF THE LAST MEETING, a copy of which had been circulated to each Member, were approved.

58. ADVISORY BULLETINS & CIRCULARS

- (i) Pension Scheme – 2010 Actuarial Valuation
- (ii) Employment Relations No 559 – December 2009 update

Members were circulated with extracts from these bulletins and circulars and the Town Clerk mentioned items that may be of interest to Members.

**RECOMMENDED that the information given be noted.**

59. TRAINING UPDATE – UPDATE FOR ALLOTMENTS, 24<sup>TH</sup> FEBRUARY 2010 – COUNTY HALL DURHAM - INVITATION TO ATTEND

Members were advised of receipt of an invitation to attend this training.

**RECOMMENDED that two places be reserved on this course for Councillor J Alvey and B Arnell.**

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

61. ELLISWHITTAM – PROPOSAL FOR PROVISION OF EMPLOYMENT LAW & HEALTH & SAFETY SUPPORT SERVICES TO PETERLEE TOWN COUNCIL

The Town Clerk advised that he had received this proposal, a copy of which had been circulated to each Member. This service had

previously been supplied by the former District of Easington and it had not been confirmed or otherwise if it would be taken on by Durham County Council.

**RECOMMENDED that a further report be awaited.**

62. OVERTIME REPORT

The Overtime Report and Hours Worked by Facilities Staff Report, a copy of which had been circulated to each Member, was considered.

**RECOMMENDED that the contents of the report be accepted.**

63. ABSENCE REPORT

The Absence Report, detailing staff absence since the last meeting of this Committee, had been circulated to each Member for their information.

**RECOMMENDED that the contents of the report be accepted.  
FURTHER RECOMMENDED that the Town Clerk be given approval to proceed along the capability route on the issue discussed at the meeting.**

64. CLAIM SERVED ON THE TOWN COUNCIL BY THOMPSONS SOLICITORS ON BEHALF OF MR S BURROUGHS

The Town Clerk gave Members details of this claim lodged against the Town Council.

**RECOMMENDED that the Town Clerk keep Members updated on progress with this claim.**