

THE MINUTES OF THE MEETING OF THE  
FINANCE AND GENERAL PURPOSES COMMITTEE  
HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE  
ON MONDAY 12<sup>TH</sup> APRIL 2010

PRESENT: COUN T JONES (CHAIR)

Mesdame:- L Wood

Messrs:- C Austin, J Alvey, D Langan, R Huitson, D  
Milsom, H Bennett MBE & E W Hall

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

182. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and received from Councillors  
G Cowie,(asthma), Bob Jones, (hurt his back gardening), W M  
Jeffrey, (post operation), M Milsom, (post operation), S McDonnell,  
(son in accident) and C Robbins, (tummy bug).

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

184. THE REPORT OF THE FINANCE SUB COMMITTEE MEETING  
OF 25<sup>TH</sup> MARCH 2010, was agreed.

185. SHOTTON AIRFIELD CONSULTATIVE COMMITTEE 16<sup>TH</sup>  
DECEMBER 2009

A copy of the notes from the meeting of this consultative committee had been circulated to each Member for their information. Councillor Alvey had been nominated to represent the Town Council at these meetings but only as a “watching brief”.

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

186. POLICE COMMUNITY CONSULTATIVE GROUPS – NOTICE OF  
MEETINGS

Members were circulated with details of future meetings of the Police Community Consultative Groups. Unfortunately the date of the meeting clashed with a pre-arranged meeting and it was not possible for the Town Council to be represented. It was suggested that apologies be offered and comment be made on the location of the meeting covering the Easington area not being central for residents etc.

**RECOMMENDED that this course of action be followed.**

187. LICENSING AND PARISH COUNCILS

Members were circulated with update details on current arrangements for licensing.

**RECOMMENDED that further information be awaited.**

188. E BULLETIN FOR COUNTY ASSOCIATIONS & NATIONAL  
COUNCIL – POWER TO CONFER HONORARY TITLES

Members were circulated with an extract of this Bulletin advising as a result of NALC’s lobbying, local councils can now confer honorary

titles to persons of distinction and those who, in the local council's opinion, have rendered eminent services to the area.

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

189. BRITISH ENERGY – POTENTIAL FOR NEW NUCLEAR DEVELOPMENT AT HARTLEPOOL

Correspondence had been received from British Energy giving an update on progress in the last twelve months, a copy of which had been circulated to each Member.

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

190. PROPOSED TRAFFIC CALMING SCHEME, INTITIAL CONSULTATION – HELFORD ROAD/SOUTHWAY

Members were circulated with a copy of these proposals for their comment. The Town Clerk did report that there had been a previous site meeting where it had been agreed that traffic would be monitored for the next twelve months prior to any further action being taken with this matter. He was now puzzled to receive this proposal as this timescale had not been passed. A Local Member advised that he had several residents that had questioned this work, especially in the light of the road being impassable for nearly three months during the bad weather as there had been no gritting service at all. Another Local member questioned the work as they felt that there was no evidence of speeding, whilst he had made numerous requested for traffic calming measures on Durham Way.

**RECOMMENDED that these comments be made to Durham County Council.**

191. CONSULTATION ON THE STRATEGIC REVIEW OF RESIDENTIAL CARE HOMES – RESPONSE

Members were circulated with a copy of the Town Clerk's letter and the holding reply received from Durham County Council on this matter.

**RECOMMENDED that a full reply be awaited.**

192. STADT NORDENHAM "SAIL FESTIVAL" BREMERHAVEN –  
27<sup>TH</sup> – 30<sup>TH</sup> AUGUST 2010

Members were advised of receipt of an invitation from Stadt Nordenham for the Mayor and the Town Clerk, along with their partners, to go along to this event.

**RECOMMENDED that the invitation be accepted.**

193. PROVISION AT THE PAVILION ON FRIDAY NIGHTS

Members were circulated with a copy of the note of the meeting held on 3<sup>rd</sup> March 2010 the first of a series of regular meetings that would be held to update progress with Friday night youth provision.

**RECOMMENDED that the information given, be noted and further progress reports be awaited.**

194. THE VULNERABLE ADULT PROTECTION POLICY

Members were circulated with a draft copy of this policy and asked to consider and approve it's contents.

**RECOMMENDED that the Town Council adopt the Vulnerable Adult Protection Policy.**

195. CHILD PROTECTION POLICY

The Town Clerk asked for this item to be referred to the Council Meeting for consideration.

**RECOMMENDED that this matter be considered at the Council Meeting.**

196. THE AUDIT COMMISSION REPORT: BY MUTUAL AGREEMENT: SEVERANCE PAYMENTS TO COUNCIL CHIEF EXECUTIVES

Members were circulated with a copy of information received from the Audit Commission on severance payments to chief council chiefs.

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

197. INTERNAL AUDIT

- (i) Internal Audit Annual Report 2209/10
- (ii) Internal Control Report – The Pavilion
- (iii) Contracted Audits – Capital Expenditure

Consideration was given to the content of these three reports prepared by Internal Audit and the Town Clerk outlined for Members items of importance within them. He assured that all of the action plans would be implemented within the timescales given in the reports.

**RECOMMENDED that the reports be accepted and matters be attended to where given in the reports.**

198. BUDGETARY CONTROL PERFORMANCE MONITOR 1<sup>ST</sup> APRIL 2009 – 28<sup>TH</sup> FEBRUARY 2010

Members were circulated with the budgetary control performance monitor covering the period 1<sup>st</sup> April 2009 to 28<sup>th</sup> February 2010. He explained that there had been problems in obtaining the wages information and intended submitting a further report covering the period up to the 31<sup>st</sup> March 2010 shortly.

**RECOMMENDED that the report be accepted.**

199. GRANT AWARD FROM NORTH EAST EMPOWERMENT PARTNERSHIP, (NEEP)

Members were advised that a grant offer had been made, and accepted from NEEP of £2,000 to support engagement and empowerment networking by increasing the opportunity for dialogue amongst partners in our local authority area.

**RECOMMENDED that the action taken in accepting the grant, be endorsed.**

200. NEIGHBOURHOOD MANAGEMENT REPORT ON ACHIEVEMENTS – FINAL REPORT OF THE NEIGHBOURHOOD OFFICER

A copy of this report, along with two further reports on the smoothie bar and youth café were circulated to each Member.

**RECOMMENDED that the reports be accepted.**

201. RESOLUTION TO EXCLUDE THE PRESS & PUBLIC  
IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED, THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS & PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1961 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

202. STOCKTAKE SUMMARY SHEETS & INCOME FROM LICENCED PREMISES

Members were circulated with a copy of stock take sheets for the three licensed premises belonging to the Town Council.

Members asked the Clerk to advise on the figure given at the Football Club for lost stock, which he did.

**RECOMMENDED that these reports be accepted.**

**FURTHER RECOMMENDED a further report be prepared giving further details on queried item.**

203. CLAIM – DAMAGED TROUSERS

Members were circulated with a copy of details of a claim made in respect of damaged trousers. This had been passed to the contractors for their consideration.

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

204. CHANGES TO CARD PROCESSING CHARGES FROM 1<sup>ST</sup> JUNE 2010

Members were circulated with a copy of a letter from HSBC Merchant Services detailing changes to the card processing charges from 1<sup>st</sup> June 2010. In considering this matter a Local Member asked if we charged customers for paying using a card. It was confirmed that a charge was not currently made for this service.

**RECOMMENDED that the information given, be noted and further consideration be given to the charging of a customer for the use of a card.**

205. TENDER REPORT - REPAIRS PRIOR TO PAINTING & EXTERNAL REDECORATION WORKS AT SHOTTON HALL

Consideration was given to the report of the Facilities Manager, (Shotton Hall), detailing the tenders received for repairs prior to painting and external decoration works at Shotton Hall.

**RECOMMENDED that the action taken, following consultation with the Leader and Deputy Leader, in accepting the lowest tender submitted by Mr R Wood, Peterlee in the sum of £13,400 +VAT, be endorsed.**

206. NEIGHBOURHOOD BUDGET APPLICATION – PETERLEE  
SKATE PARK

The Town Clerk was pleased to report that this project had been allocated £100,000 from County Councillors A Laing, G Tennant, R Little and B Sloan's Neighbourhood Budget, subject the terms and conditions given.

The Town Clerk gave details of a similar scheme being carried out currently in Seaham by the Town Council where he hoped that some of the work already carried out could be used towards the Peterlee Scheme.

**RECOMMENDED that approval be given to sign the approval agreement for this grant and the Town Clerk begin negotiations on this.**

**FURTHER RECOMMENDED an appropriate press release be prepared on this matter.**

207. BUDGET – ANNOUNCEMENT – INCREASE IN LEVEL OF  
SMALL BUSINESS RATE RELIEF

Members were advised that the Government was introducing a temporary increase in the level of Small Business Rate Relief available to eligible businesses.

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

208. EASINGTON AREA ASSOCIATION OF PARISH & TOWN  
COUNCILS - TRAVELLERS

A Local Member, who represented the Town Council on this body, explained that this matter had been on the agenda, but not considered due to time constraints, on the agenda for several months now. He



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APRIL 2010

felt that this was an important issue and one that needed discussion as soon as possible.

**RECOMMENDED that this view be forwarded to the Secretary of the Association with a request that this matter be considered as a matter of urgency.**