

THE MINUTES OF THE MEETING OF THE

FINANCE AND GENERAL PURPOSES COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 7TH MARCH 2011

PRESENT: COUN C J METCALFE (CHAIR)

Mesdames:- S McDonnell, L Wood, M Milsom & J
Black

Messrs:- R Kyle, J Alvey, T A Jones, H Bennett MBE, W
M Jeffrey, C Watkins, R W Jones, D Langan, D Milsom
& C Austin

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

164. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted from Councillors
G Cowie, (asthma), J I Measor, (ill) & J Hardy, (Durham County
Local Government Committee).

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

166. THE REPORT OF THE FINANCE SUB COMMITTEE MEETING
OF 17TH FEBRUARY 2011 a copy of which had been circulated to
each Member, was agreed. There were several queries for which

answers would be given directly to the Member following the meeting after the paperwork/payments had been scrutinised.

RECOMMENDED that this course of action be accepted.

167. NALC E - BULLETINS

Members were circulated with a copy of the two e bulletins issued by NALC.

RECOMMENDED that the information given, be noted.

168. COUNTY DURHAM & CLEVELAND SLCC BRANCH NEWSLETTER

Members were circulated with a copy of this newsletter. In considering this reference was made to the visit by the SLCC President to Peterlee at the next meeting to be held on 20th May 2011. The Deputy Town Clerk advised that this was to be considered at the Clerk's Advisory Meeting in more detail.

RECOMMENDED that this course of action be agreed.

169. NALC'S DIRECT INFORMATION SERVICE - ROUNDUP

Members were circulated with a copy of the latest issue of the Direct Information Service Bulletin and items of interest were highlighted by the Clerk which related to the withdrawal of Planning Aid and coalfield area renewal.

RECOMMENDED that the information given, be noted.

170. CONSULTATION – REVIEW OF ROSEBERRY GRANGE GOLF COMPLEX

Members were circulated with a copy of consultation issued by Durham County Council on the proposed closure of Roseberry Grange Golf Complex, near Chester le Sreet.

RECOMMENDED that no comments or observations be made on this proposal.

171. THE BIG DEBATE – THE ROLE OF THE CITIZEN

Members were circulated with a copy of the delegate's report following his attendance at this event.

RECOMMENDED that the information given, be noted.

172. HYPER ACUTE STROKE SERVICES – THE CASE FOR THE PREFERRED MODEL

Members were circulated with a copy of the delegate's report following his attendance at this event. It was noted that Peterlee was one of only three Local Authorities represented at the event, along with Durham County Council and Darlington Borough Council. At the event the Easington Model was raised again as a good example for good practice in how to best integrate services with social care.

RECOMMENDED that the contents of the report be accepted.

173. TRAFFIC REGULATION ORDER - CONSULTATION

Members were circulated with a copy of the details of the proposed road traffic regulation order for the unclassified road at Shotton Bank, Wellfield and unnamed road, Castle Eden.

RECOMMENDED that no comments/observations be made on this Order.

174. STOCKTAKE SUMMARY SHEETS

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

Members were concerned that all sales were not itemised and that this did not help to support the stock take process. It was felt that this should be investigated further and a full report be made on this matter.

RECOMMENDED that the stock take reports be accepted and a report on the point of sales report be awaited.

175. 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.

176. CLOSE OF YEAR END ACCOUNTS 2010/11

Consideration was given to the closing of the Accounts for 2010/11 and the price submitted by the firm that had carried out this process on the Town Council's behalf since 2002/03. It was explained that although the accounting requirements for this year were still not yet known it was felt that a full set of accounts was still necessary, whilst the format had not been agreed.

RECOMMENDED that the price submitted by RBS Solutions to close the accounts and change the format in readiness for next year's accounts, this item be referred to the Council Meeting for further consideration.

177. PETERLEE NEWTOWN FOOTBALL CLUB

Details received from the Brewery were considered.

RECOMMENDED that this matter be referred to the Council Meeting for further consideration.

178. INTERNAL AUDIT REPORT – CREDITORS

A copy of the Internal Auditor's report on creditors was circulated to each Member.

RECOMMENDED that the contents and the recommendations contained within the report be accepted.

179. UNRECOVERABLE DEBT – REQUEST TO WRITE OFF

Details were given of a debt relating to the hire of the MUGA at Helford Road which, despite numerous attempts to recover this debt had not been recovered and a request was made to write this debt off.

Members asked for the background to this debt and did not agree to write it off and wished for further attempts to be made to recover this money.

RECOMMENDED that this debt continue to be pursued.

180. THE PAVILION – FEES & CHARGES

It was reported that the Deputy Town Clerk and the Chairman of the Pavilion Management Board had met with the Passfield Community Association to discuss the issue of rent for their use of facilities at The Pavilion. Agreement was reached with affordable rates

RECOMMENDED that:-

- (i) a reduced fee be agreed for the off peak use by the quilters and bowlers at £5.00 per hour inclusive of vat;
- (ii) the dance groups be requested to pay 50% the normal hourly rate of hire which would be £10.00 +vat, (or £5.00 per hour for the small room);

- (iii) **the Resident's Association Meetings be granted the one hour use free of charge, in line with the resident Group operating at Hill Rigg House.**

FURTHER RECOMMENDED that these fees be requested for 2010/11 and 2011/12 and the invoice for 2010/11 be sent immediately.

181. MANAGEMENT PROCEDURES IN RELATION TO SPORTS USER GROUPS

Reference was made to the recent meeting of the Sports User Groups held on 4th March 2011 and the need for all sports groups to use this meeting as their forum to air any issues or concerns about sports facilities. This course of action was re-inforced by Members during discussions and it was felt this method would help support Officers also. The Sports User Group Minutes would be reported to the Parks & Cemetery Committee.

RECOMMENDED that the information given, be noted.

182. PETERLEE INFORMATION CENTRE – MEETING WITH TOWN CENTRE DEVELOPERS

It was reported that a request had been made by the new Town Centre owners to attend a future meeting.

RECOMMENDED that the Town Council agree in principle to meet with the new Town Centre owners.