

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE PARKS & CEMETERY
COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 11th FEBRUARY 2008

PRESENT: Coun. G COWIE (CHAIR)

Mesdames: L Wood & J I Measor

Messrs: W M Jeffrey, J Hardy, C J Metcalfe,
R Huitson, C Austin, T Jones, E W Hall,
R Kyle, H Bennett MBE, J Alvey,
R Curtis, D Langan, R Jones, C Robbins
& B Scott

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

77. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors:- M Cartwright, J Scott, M Milsom and D Milsom.

78. EX TOWN COUNCILLOR – MR BRIAN JOYCE

The Chairman advised Members that Brian Joyce had been recently admitted to hospital.

RECOMMENDED that the Town Council send a get well card to Mr Joyce wishing him a speedy recovery.

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

80. HORTICULTURAL SUPERVISOR'S PROGRESS REPORT, copy of which had been circulated to Members, was considered under the following headings:-

a) New Year Big Clean

For the past month the Town Council had been instrumental in spearheading a high profile campaign to rid the Dene Parks of a number of recurring problems associated with the area.

The Town Council staff had ensured a daily presence of personnel who had checked, cleaned and liaised with other agencies, such as the Easington Clean Group Team and Easington Arboriculture Department, to name but a few. They had also worked alongside the Police and Community Wardens in order to gain information relating to problem areas and specific times during the day that trouble may arise. This had enabled a more co-ordinated approach in tackling the issues associated with the areas. The Parks Keeper and the Horticultural Supervisor were preparing a long term management plan, so as to carry on a more multi-agency approach in tackling the environmental problems and also overcoming the environmental constraints relating to the areas.

Members expressed concerns as to the amount of supermarket trolleys which had been collected at the Parks Depot. The Town Clerk advised he had asked to meet with the Manager of the Asda Store to discuss this and other items of concern.

RECOMMENDED that the Horticultural Supervisor send letters to all the supermarkets whose trolleys the Council had collected, strongly stating that if these trolleys were not collected within a period of one week, then they would be disposed.

b) C.C.T.V.

Steadfast Security had fitted a 3 metre mono-pole C.C.T.V. camera with zoom capabilities. The camera covered Eden Lane Depot and other substantial outside areas at Eden Lane. The unit itself could accept up to sixteen other cameras, fitted with motion detectors and could be monitored from an external source. The picture was of high quality and evidence stored to a hard disk.

13 Jul
2009

RECOMMENDED that the information given, be noted.

c) Maintenance Overview

The Parks Department was currently at the end of the seasonal pruning, with the Cemetery, Woodhouse Park, Lowhills Road and Eden Lane benefiting from an annual pruning. All waste products had been shredded and returned back to the soil, thus reducing the need for skips.

The next identified tasks were to concentrate on the herbaceous beds at Shotton Hall and Woodhouse Park, which would be completed before the grass cutting season began in early March. It was the Supervisor's intention to concentrate on specific tasks, weather permitting which were to be carried out as per the season, and, also working using split teams. He believed this method of working was a lot more productive than attempting to complete a number of different tasks as and when they appeared. Although there was a number of outstanding holidays to be used before 31st March 2008, he did not anticipate any major problems and was confident that staff could still complete the herbaceous beds within the allocated time frame. Upon completion of the herbaceous beds the next anticipated tasks would focus on the reinstatement works in and around the Helford Road MUGA.

RECOMMENDED that the information given, be noted.

d) Cemetery

The figures for Burials and Ashes from September 2007 to January 2008, were as follows:-

	<u>Burials</u>	<u>Ashes</u>
September 2007	0	2
October	1	0
November	1	1
December	4	3
January 2008	2	0

RECOMMENDED that the Town Clerk submit a small article for insertion into the local press, informing the public of the

service available at Peterlee Cemetery for the burial of cremated ashes. This also to be included in the next edition of "About Town".

81. CONTRIBUTIONS FROM S106 AGREEMENTS

Correspondence relating to the above subject had been received from the District of Easington, a copy of which had been circulated to each Member, for their information. It was suggested that the upgrade of Eden Lane play area be submitted as a proposal for funding.

RECOMMENDED that this scheme be submitted to the District of Easington for S106 funding.

82. PETERLEE CRICKET CLUB - ADVERTISING BOARD

A letter had been received from the Secretary of the Peterlee Cricket Club, a copy of which had been circulated to Members. They requested permission to erect a new advertising board at the Club, which would replace the existing advertising board due to change of sponsorship. The board would be 6 foot x 4 foot and attached to the score box wall facing the new development at Helford Road. No complaints had been received about the previous board.

RECOMMENDED that permission be granted for the erection of the new advertising board, subject to any necessary planning approvals being obtained, at no cost to the Town Council.

83. ELMFIELD PRIMARY, ROWAN PLACE, NEWTON AYCLIFFE

Information relating to the above school being relocated had been received from Durham County Council, a copy of which had been circulated to all Members for their information.

RECOMMENDED that the information be received.

84. TPO WOODLAND 11 – PETERLEE TOWN COUNCIL
MANAGEMENT PLAN

The Horticultural Supervisor had contacted the Tree Officer at the District of Easington, with regard to various tree works within the wooded areas from Howletch Lane in the North to St. Cuthbert's Road in the South.

The Tree Officer had visited the site and advised the Town Council's Parks Staff of the legal requirements regarding Tree Preservation Orders and applying for the appropriate work. He had advised the Supervisor to put together a scheme of works regarding trees and associated pruning requirements and to apply through the normal channels.

This scheme was being carried out in consultation with the Police and other anti social behaviour agencies.

It appeared that most of the tree work would be exempt from the legislation due to the "dead, dying and dangerous clause", and it appeared that low lying vegetation would also be pruned back. In addition, certain areas had been targeted by the local youth and this would hopefully be addressed by the Management Scheme.

Staff had been advised to record and photograph all tree work and to include it with the scheme of works/application to carry out the work.

RECOMMENDED that:-

- i) these practices be implemented**
- ii) the Police be asked to give a monthly progress report at future Council meetings.**

85. USE OF EDEN LANE SOCIAL CLUB FOR REMEMBRANCE
DAY PARADE

A request had been received from Mrs Emmerson from the Royal British Legion Club asking for the Council's consideration in allowing the Royal British Legion to use Eden Lane Football Club for the start and after the Remembrance Day Parade.

Mrs Emmerson advised there had been no progress with repairs to the Royal British Legion Club following the fire and she preferred to make arrangements sooner rather than later for an alternative venue for the Parade. During discussion the need to consider what the football fixture's were on this particular Sunday so as to be able to accommodate suitable parking facilities, was necessary.

RECOMMENDED that permission be granted to the Royal British Legion Club to use Eden Lane Social Club for the Remembrance Day Parade.

86. EAST DURHAM GROUNDWORK TRUST – TOPOGRAPHICAL SURVEY ON BEHALF OF THE TOWN COUNCIL

The Town Clerk advised that the East Durham Groundwork Trust had offered to pay for a topographical survey at the pony fields at Eden Lane and development area on behalf of the Town Council, at their expense. This survey would prove to be extremely useful with any possible future grant applications.

RECOMMENDED that the offer from East Durham Groundwork Trust, be graciously accepted.

87. 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 & PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1961 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

88. HORTICULTURAL SUPERVISOR'S PROGRESS REPORT

a) Disability Access – Eden Lane

Following a request from a resident of Naisbett Avenue, Horden, via Durham County Council (Highway Management Services). The Horticultural Supervisor had been asked to look into the erection of two motorcycle inhibitors which would not prevent wheelchair access.

The areas in question were adjacent to the main cemetery gates in Eden Lane and also the 'kissing gate' at the end of Naisbett Avenue, Horden. The Supervisor advised that after looking at the areas in question it would be feasible to site these barriers, although there would be some remedial works to the grass at the cemetery end of the footpath to create a hard-standing. A drop kerb may also be required at Naisbett Avenue.

RECOMMENDED that the Horticultural Supervisor proceed with these works and place an order for a pair of barriers at a cost of £215.00 plus VAT, with no delivery charge for the barriers, and these to be fitted "in house".

b) Youth Training Scheme

Mr Gary McCourt had recently completed his NVQ Level 2 in Amenity Horticulture. Although only seven units were required to be completed to successfully pass the course Gary had in fact completed ten. As well as this Gary had also completed a level 2 qualification in Landscape and Sports Turf, and had once again shown his determination to do well by completing the course in January 2008, two months before the actual end of the course in March.

RECOMMENDED that the information given, be noted.

89. HELFDOR ROAD MUGA – PROGRESS REPORT FROM ARCHITECT

The Town Clerk circulated a copy of the Architect's progress report as at 11th February 2008 at the meeting.

RECOMMENDED:-

- i) **an urgent Sub Committee meeting be convened, with the relevant paperwork being available for Member's reference**
- ii) **no further payments be made towards any of these works until matters of concern had been clarified at the Sub Committee meeting.**

90. SALE OF WARDENS HOUSE, LOWHILLS ROAD

As agreed, the Town Clerk advised that the sale by sealed tender had been given to Alexander Bowtell to deal with. Offers were to be invited of over £149,950.00.

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