

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE PARKS & CEMETERY
COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 14th APRIL 2008

PRESENT: Coun. G COWIE (CHAIR)

Mesdames: L Wood, M Milsom & J Scott

Messrs: R Curtis, R Jones, J Hardy, D Milsom,
C J Metcalfe, R Huitson, C Austin,
R Kyle, C Robbins, D Langan, J Alvey,
H Bennett MBE & B Scott

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

102. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors:-
W M Jeffrey and Mrs M Cartwright.

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

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

a) Grasscutting

Grass cutting had begun within the Play Areas, Shotton Hall and the Roundabouts throughout the Town as well as the Cemetery and Eden Lane areas.

RECOMMENDED that the information given, be noted.

b) Woodhouse Park

The re-planting of the herbaceous beds within Woodhouse Park had been completed as had the former Sensory Garden, which had been restored to its former condition within the North Gate area.

RECOMMENDED that the information given, be noted.

c) Play Areas/Car Park Areas

Following the purchase of the new Power Brush System, the Parks Department were able to address the ongoing problem of removal of algae removed from paths and safety surfacing which had been highlighted in the Zurich Municipal Health and Safety Report. This system would be an essential tool in the ongoing maintenance of the Dene Parks.

RECOMMENDED that the information given, be noted.

d) Dene Parks

Work had started on clearing the undergrowth within the areas of Dene Parks which had been creating a problem. As a result of increasing manpower in the Dene Parks members of the public have started to give staff positive feedback. Areas were being cleared of drug paraphernalia by sharps qualified staff and were feeding back information to the Parks Development Officer as and when this arose.

RECOMMENDED that the information given, be noted.

105. CEMETERY OFFICER'S REPORT

A copy of the Cemetery Officer's Report had been circulated to Members for their information.

a) Cemetery Maintenance

Work had begun on the planting of a formal hedge consisting of Lonicera 'Baggesens Gold' and also three five foot conifers within the Cemetery and associated decorative stonework around the conifers within the Garden of Remembrance which had received favourable comments from regular users, and once established would provide an element of protection from the prevailing winds and subsequently protect the bedding scheme. All soil had been removed from the Cemetery and would be used at other sites, whenever possible.

RECOMMENDED that the information given, be noted.

b) Memorial Scheme Package

Four information packs had been sent out to prospective customers as a result of promoting the scheme through the About Town newsletter. To date an order had also been received for a memorial bench.

RECOMMENDED that the information given, be noted.

c) Burial and Cremation Figures

Set out below were the figures for burials and ashes from March through to April:-

	<u>Burials</u>	<u>Ashes</u>
March	5	3
April	1	1

RECOMMENDED that the information given, be noted.



106. HELFDORD ROAD FLOODLIT MUGA – FEE CHARGES

The Town Clerk had circulated a report on the above item for consideration by Members.

RECOMMENDED that:-

- i) **the existing teams of Helford Road Football Club and Peterlee Pumas be granted use of the MUGA as detailed below for the hours they currently train on a decreasing discount basis.**

16 Years & Under – Charges per Session

2008/09 – 25% of Normal Rate	£3.75 plus VAT
2009/10 – 50% of Normal Rate	£7.50 plus VAT
2010/11 – 75% of Normal Rate	£11.25 plus VAT
2011/12 – Full Rate	£15.00 plus VAT

Senior Teams

2008/09 – 50% of Normal Rate	£15.00 plus VAT
2009/10 – 75% of Normal Rate	£22.50 plus VAT
2010/11 – Full Rate	£30.00 plus VAT

- ii) **the normal rate fee for adults be agreed at £30.00 plus VAT, and 16 years and under £15.00 per VAT.**
- iii) **Schools within the District be encouraged to use this facility during school term, and a reduced rate be set at £10.00 per hour, and periodically reviewed.**
- iv) **an additional paragraph be included stating that a responsible adult must be present during the hiring period booked if under 16's were present and the responsible person be named and a signature be obtained.**
- v) **the Horticultural Supervisor make investigations as to the possibility of a provision of a 'kick-about' area in the Helford Road area, and report back to Members with the outcome.**

107. 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.

108. HORTICULTURAL SUPERVISOR'S PROGRESS REPORT

Water Industry Act 1991

Following inspections by Northumbrian Water of various Council sites it had been drawn to our attention that the Town Council need to carry out certain works to comply with the above Act. At two sites, namely Woodhouse Park and Eden Lane the existing underground irrigation systems, did not have adequate backflow protection in order to prevent the contamination by stagnant water to the existing supply. Failure to comply with the legislation carries a maximum fine of £1,000 from Northumbria Water, however, the Inspectors concerned were happy that Peterlee Town Council were making progress in identifying and tackling the problems, all of which were different in nature at each site, but have the same overall requirements ie to install check valves, raise the tap system above ground and to encase the tap system to prevent vandalism. It was noted that further inspections were planned but underground irrigation systems could be found at Shotton Hall, Helford Road Cricket area, and Lowhills Road Bowling Green. It was likely that these may also be subject to the above.

Following the inspections at Eden Lane the Supervisor had sought prices from three local companies to bring existing irrigation systems to acceptable standards. All of the companies had been requested to liaise with Northumbrian Water and had to explain how they would carry out the task to ensure that the works conformed to current legislation. Tenders received are as follows:-

Company A - £2,248.32 Plus Vat
Company B - £2,228.54 Including Vat
Company C - £1,845.36 Plus Vat



RECOMMENDED that the tender from company C, Mark Ferguson, of Horden in the sum of £1,845.36, be accepted.

109. EDEN LANE FOOTBALL CLUB'S REQUEST FOR FINANCIAL ASSISTANCE

RECOMMENDED that this item be deferred to the Council Meeting to be held on Monday 21st April.

110. DAMAGE TO PROPERTY AT LOWHILLS ROAD – LEISURE GARDEN SITE

A letter had been received from the Lowhills Leisure Gardeners, a copy of which had been circulated to all Members, relating to the increasing number of vandal attacks to property on the Lowhills Leisure Gardens.

RECOMMENDED that the Town Clerk and the Horticultural Supervisor meet with the Leisure Gardeners to discuss viable options available to try and prevent future vandalism.

111. HILL RIGG HOUSE - HANDRAIL

The Town Clerk advised Members he had received three quotations from local companies to extend the existing handrail at Hill Rigg House by approximately two metres. This work was identified as required in the last Health and Safety Inspections by Zurich Municipal.

RECOMMENDED that the lowest quotation in the sum of £880.60, galvanized powder coated and fitted by North East Ironcraft Ltd, Peterlee.

Wanga
9/6/08