

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE PARKS & CEMETERY  
COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 14<sup>TH</sup> JULY 2008

PRESENT: Coun. C J METCALFE (CHAIR)

Mesdames: L Wood, M Cartwright, M Milsom  
& J Black

Messrs: J Hardy, D Milsom, R Huitson,  
R Kyle, C Austin, C Robbins,  
G Cowie, W M Jeffrey, H Bennett MBE,  
R Curtis, J Alvey, D Langan, R Jones  
& T Jones

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

21. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor E W Hall.

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

Matters Arising

(i) Minute Number 93(f), 2 Peterlee in Bloom

Further consideration was given to the costs involved with this event.

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

(ii) Minute Number 11 – Ellison Road School – Easement



At the Council meeting it had been **RESOLVED** that the easement as circulated be agreed on the same basis as the other wayleaves already granted.

(iii) Minute Number 17 – Eden Lane Play Facilities  
Consideration of Schemes Received

At the Council Meeting it had been **RESOLVED** that the tender and scheme submitted by Wiksteed Playscapes, of Kettering Northamptonshire in the sum of £44,000.00 be accepted subject to finances being confirmed by the District Council Easington.

(iv) Minute Number 20 – Peterlee Cricket Club – Requests for (a) Site Storage container (b) Install Concrete Pads for Practice Nets (c) Advertising on the score box doors

**RECOMMENDED** approval be given for the storage container to be sited at Helford Road for the remainder of the cricket season and this then be reviewed; approval be given for the installation of the concrete pads for the practice nets and for the advertising on the score box doors.

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

a) Sports Fields

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

b) Helford Road MUGA

Members asked if the Architect had signed off all works as not being complete. This was confirmed. It was asked if a diary of use for the MUGA was kept and this was confirmed.

**RECOMMENDED** that the usage of the MUGA be included in future reports.

c) Eden Lane Bowls

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

24. CEMETERY OFFICER'S PROGRESS REPORT a copy of which had been circulated to Members, was considered under the following headings:-

a) General Overview

Members were asked to consider the planting scheme in a particular area of the cemetery and proposals were put forward that could be carried out using existing budgets.

**RECOMMENDED** that these proposals be considered during the Parks Inspection on the 19<sup>th</sup> July 2008.

GM

2 Dec  
2011

on

13 Jul  
2009

b) Memorial Tree & Seating Scheme

c) Burial Figures

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

d) LCCM Corporate Seminar 2008

**RECOMMENDED that attendance by Members at this Conference in the future be considered further at the Council Meeting.**

25. SUMMER PARKS INSPECTION – SATURDAY 19<sup>TH</sup> JULY 2008

**RECOMMENDED that further consideration be given to the time and sites to be visited for the Parks Inspection at the Council Meeting.**

26. PROPOSED PUBLIC PATH STOPPING UP & DIVERSION ORDER – PEMBROKE PLACE, PETERLEE

A letter had been received from the District of Easington, a copy of which had been circulated to all Members notifying them of the above Order.

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

27. POST OFFICE LTD NETWORK CHANGE PROGRAMME – AREA PLAN PROPOSAL FOR TYNE & WEAR WITH NORTHUMBERLAND & DURHAM

Correspondence had been received from the District of Easington, copies of which had been circulated to Members for their information.

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

28. RUGBY LEAGUE WORLD – ARTICLE REGARDING PETERLEE PUMAS

A copy of an article that had appeared in the July issue of Rugby League World was circulated to each Member. Member commented on the press article, expressing their disappointment at the Town Council not being mentioned with the considerable financial assistance and support which had been given to the Peterlee Pumas.

**RECOMMENDED that the comments, be noted.**

29. FEES & CHARGES – SPORTS LETTINGS & CEMETERY

A copy of the above information had been circulated to Members for their information. The Parks Supervisor advised that the MUGA would be included in the fees and charges listings for next year.

**RECOMMENDED that the fees and charges be approved.**

30. HELDFORD ROAD SPORTS & COMMUNITY BUILDING - LETTER TO RESIDENTS FROM THE CONTRACTOR

A copy of a letter from the Contractor to residents in the vicinity of the Helford Road Sports and Community Building had been circulated to Members for their information. The content of the letter basically made residents aware of the commencement of construction work, route into site, hours of work and deliveries to the site.

**RECOMMENDED that the information be noted.**

31. 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.

GM

32. LOWHILLS BOWLS PAVILION – FEASIBILITY STUDY

The Deputy Town Clerk gave members details of the fee submitted by Burns Architects to provide a feasibility report into upgrading Lowhills Bowls Pavillion to meet DDA requirements.

**RECOMMENDED** that a request be made to Durham County Council to see if such a report could be included within their property management work for the Town Council.

**FURTHER RECOMMENDED** that a meeting be called to consider and discuss the Town Council's asset management.

33. PARKS DEPARTMENT – VEHICLES & EQUIPMENT

The Town Clerk had circulated to Members a report relating to the above subject following a report prepared by Internal Audit on vehicle procurement.

**RECOMMENDED** that the report be received and further details on this matter be awaited.

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

a) Raymond Dilks - Gardener

Members suggested a small reception should be held to acknowledge Mr Dilks' service to the Town Council.

**RECOMMENDED** that the way in which this was done on the retirement of other employees be considered and a similar "Thankyou" reception be arranged for Mr Dilks.

b) Acumen Trust

**RECOMMENDED** that approval be given to enter into this arrangement with Acumen trust at no cost to the Town Council.

c) Parks Staff

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

*LM*

d) Lowhills Road Bowling Pavilion

A Local Member passed on the bowlers thanks for providing an excellent green to play on this season.

Consideration was then given to the repairs that were required to the ditch around the green. A price had been obtained to carry out this was as it was not felt that the work could be completed in house.

**RECOMMENDED that this item be referred to the Council meeting for further consideration and a copy of the price/specification of the works required be provided for Members.**

e) Asbestos Encapsulation

Consideration was given to the report of the Parks Supervisor in this regard.

**RECOMMENDED that the Parks Supervisor obtain a price for the removal of the asbestos.**

35. RESTRUCTURE OF THE PARKS & CEMETERY DEPARTMENT

The Leader advised that this item had been withdrawn and would be deferred.

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

36. SUPERMARKET TROLLEYS

A Member made reference to the problems with supermarket trolleys being left abandoned especially in the Dene Parks Area. He was especially concerned at the possible Health & Safety implications involved in their retrieval. The Council's policy on this issue was highlighted.

**RECOMMENDED that the Town Council continue to pursue this issue with the Supermarket Managers.**

*W. M. De*