

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE PARKS & CEMETERY  
COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 21<sup>ST</sup> JUNE 2010

PRESENT: COUN. R CURTIS (CHAIR)

Mesdames: J I Measor, J Black, M Milsom &  
L Wood

Messrs: W M Jeffrey, J Alvey, J Hardy,  
R Huitson, T Jones, C Austin, D Milsom,  
D Langan, C Robbins, 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.**

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors;- R Jones (Family engagement), G Cowie (asthma), S McDonnell (Father in hospital), C J Metcalfe (holiday).

**RECOMMENDED that the apologies submitted, be accepted.**

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

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

a) CAPITAL MACHINERY

The Supervisor brought to Member's attention the urgent need to acquire necessary machinery in order to perform burial tasks within the Cemetery section.

**RECOMMENDED that the Supervisor prepare a Report to include costings to purchase a new compact tractor and digging arrangement and costings of leasing options, this be considered at the Council Meeting.**

b) FUTURE PURCHASING OF CAPITAL ASSETS, (VEHICLES, PLANT & MACHINERY)

Members were given details with progress and discussions with Durham County Council and the North East Purchasing Organisation Agreement.

**RECOMMENDED that:-**

- a) **the Supervisor prepare a further Asset Management List, listing the oldest machinery down to the newest;**
- b) **the Council review current procurement practices regarding Capital Assets, prior to assessing forthcoming budgetary requirements for 2011/2012.**

c) SPORTS FEES

In discussions at the meeting, reference was made to rubbish and parking problems at Lowhills Road. When the fees were to be considered the Supervisor suggested that the deposit payable by Teams be doubled, the intention being to use the system to 'penalise' teams who abused the services currently offered by the Town Council. It had become apparent that the current system of sending out letters to teams had little effect. The Supervisor had sent out letters to all of the teams who had applied for pitches this current season. He also intended to ensure that the weekend Attendants place temporary litter bins at the pitch area throughout the current seasons where appropriate.

**RECOMMENDED that this issue be considered when the sports letting fees were discussed.**

***COUNCILLOR MRS J I MEASOR DECLARED AN INTEREST ON THE FOLLOWING ITEM AND TOOK NO PART IN THE DISCUSSION THAT ENSUED.***

**d) PETERLEE NEWTOWN PITCH**

The Supervisor had been approached by a team from the Peterlee and District Sunday League, Old Shotton Black Bull FC, who wished to enquire about the possibility of hiring the Newtown Pitch on a Sunday morning (10.30 kick off). The team were keen to stress that when they were promoted they would require a pitch which was fenced similar to the Newtown which was a requirement for their intended league. An e mail from the Team Secretary, Tony O'Donnell detailing the request, had been circulated to Members.

Currently the pitch was being used by Peterlee Town Men's team on a Saturday and by Peterlee Town Women's team on a Sunday (2.00pm kick off).

In practical terms it would not be possible to accommodate three teams playing over the weekend, other than to increase a weekend presence by the grounds team which would mean a substantial increase of overtime. There also could be issues regarding changing facilities depending upon fixtures etc.

**RECOMMENDED that consideration of this item be deferred to the Council Meeting.**

**e) GARDEN IN BLOOM PRESENTATION NIGHT**

The Garden in Bloom Presentation Night would now be held at Shotton Hall Banqueting Suites on Wednesday 28<sup>th</sup> July starting at 7.00pm. Invitations would be sent out at the end of this month, it was requested that all Councillors reply to the invitation by the date on the letter to finalise catering arrangements.

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

**f) PARKS INSPECTIONS**

The Supervisor suggested dates for this year's Annual Parks Inspection.

**RECOMMENDED that the Parks Inspection be held on Saturday 24<sup>th</sup> July 2010, commencing at 9.00am from Shotton Hall.**

g) SHOTTON HALL POSSIBLE ALTERATIONS

The Supervisor advised that he had been approached by the Facilities Manager at Shotton Hall regarding the upgrading of areas to the entry of the Banqueting Suites.

**RECOMMENDED that the Horticultural Supervisor prepare a feasibility study and costings, to be then considered by Members.**

h) EDEN LANE PONY FIELDS

Peterlee Town Council had received several complaints from a Horden resident, Mr Taylor regarding off-road motor cycles. At a recent informal site meeting with several Councillors it had been suggested that the Town Council either place a metal fence around the area or alternatively large rocks in order to deter the route the motor cyclists are using.

For information, the cost for installing a metal fence would be in the region of £60 per linear meter and the supply of large rocks would be in the region of £100 plus each, however transportation to the area concerned would be a problem, additionally there would be the issue of maintaining access for the Police/Fire support unit as well as PCSO's.

**RECOMMENDED that:-**

- a) the Horticultural Supervisor arrange for a repair to the wooden fence at this location;**
- b) a letter be sent to Horden Parish Council to seek their assistance with this matter;**
- c) the Horticultural Supervisor make a report on the dog fouling problem in this area.**

i) MAYORAL PLANTING

The Supervisor advised Members that he had been approached by the former Mayor, Councillor Metcalfe with a request for him to be allowed to have planted in Shotton Hall grounds a four foot Ginko Bilboa tree (monkey puzzle tree).

Traditionally the Estates Manager would arrange to purchase a tree for planting by the former Mayor, when other planting was to be carried out, however it was some years since this practice was carried out. Within the Policy Book the only reference related to the current policy guidance which suggested planting a tree within Shotton Hall could be done, however, there was no reference to type, size or price of trees. Members were asked to consider the policy on this issue e.g. whether tree planting was a requirement of the Mayoral post or indeed an option open to individual Mayors.

**RECOMMENDED that this item be deferred to the Council Meeting.**

**j) HELFORD ROAD FORMER COMMUNITY BUILDING**

Member's attention was drawn to the intended salvage of four heavyweight galvanised steel security shutters (electric) which were currently in situ at the redundant building, the intention would be to salvage these usable shutters and re-hang within Woodhouse Park.

The current aluminium shutters currently used in Woodhouse Park were subject to constant vandalism by youths. A previous quotation by Apollo Doors was in the region of £3,000 to supply and fit heavier shutters, (N.B. because of the pitch of the roof at Woodhouse Park the shutters would have to be fitted above the office/toilet doors).

Additionally it had also been possible to salvage Shira stainless steel shower fittings which were similar to fittings in Eden Lane football changing rooms. The replacement value of these items was thought to be £200 each.

**RECOMMENDED that the salvaged shutters be re-used within Woodhouse Park.**

**k) ABANDONED TROLLEYS (WATERWAYS)**

The Supervisor asked Members for endorsement of the safe removal of some 20/30 abandoned shopping trolleys within the Dene Parks area of Peterlee in partnership with "Trolleywise". The trolleys were difficult to remove, in that they were either in, or under the water or were heavily 'silted up' and usually at the bottom of steep slopes. Removal by Parks Staff alone required

the purchase of specialist equipment (wet suits, safety harness systems etc).

**RECOMMENDED that approval be given for this work to be carried out with “Trolleywise”.**

**FURTHER RECOMMENDED that the Supervisor send letters to all food outlets/shops in the Town Centre requesting them to remove their trolleys from any Town Council land.**

l) MUGA

It was reported that the usage for May was 79 no.

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

m) Eden Lane Cemetery

Burials for May 7                      Ashes for May 1

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

4. WINTER MAINTENANCE – PARTNERSHIP ARRANGEMENTS

Members were circulated with a copy of correspondence received from Durham County Council. This was an approach to all Parish and Town Councils across the country to ascertain interest in the winter service partnership initiative.

**RECOMMENDED that the Town Council take part in future meetings on this initiative and Members be advised on progress/discussions.**

5. THE PAVILION, HELFORD ROAD – NOTES OF A MEETING HELD ON SITE ON 3<sup>RD</sup> JUNE 2010

A copy of the above minutes had been circulated to all Members for their information.

The Deputy Town Clerk referred to the current situation with Able Construction. It was felt that the roof leaks had still not been resolved and had created issues.

**RECOMMENDED that the Town Council do not release cheque for payment to Able Construction.**

**FURTHER RECOMMENDED that Peterlee Town Council pay the claimants direct, deducting any monies from Able's outstanding account.**

6. 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 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

7. DEMOLITION & CAR PARK, HELFORD ROAD

- (i) Reply to the Issues raised by PCASC  
Members were circulated with correspondence relating to issues raised by PCASC on the future demolition of part of the Cricket Club. The Deputy Town Clerk reported receipt of a further mail, a copy of which had been sent to the Council's Architect and Solicitor for their comment.

**RECOMMENDED that a meeting be arranged with representatives of the PCASC to discuss these issues.**

- (ii) Notes of Pre Contracting Meeting held on 11<sup>th</sup> June 2010  
Members were circulated with a copy of the notes from this pre contract start meeting. The Deputy Town Clerk advised that the contract would run from 5<sup>th</sup> July 2010 to 27<sup>th</sup> August 2010.

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

- (iii) Proposed New Hedge Line  
Members were advised that the licence had been agreed with Durham County Council to allow plantation of a newly proposed hedge line at Helford Road.

**RECOMMENDED that the action taken, be endorsed.**

8. PETERLEE LEISURE GARDENERS ASSOCIATION

Correspondence had been received from the above Association, a copy of which had been circulated to all Members.

**RECOMMENDED that this item be deferred.**

9. LETTER OF RESIGNATION

The Deputy Town Clerk advised receipt of a letter of resignation from Mr Dave Cusworth, Secretary of Peterlee Helford United Football Club, as of 4<sup>th</sup> July 2010. A Mr Paul Sutherland from Blackhall, would be taking over this position.

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

10. REQUEST FOR OUTDOOR CRICKET PRACTICE AREA AT HELFORD ROAD

Correspondence relating to the above item had been circulated to Members.

**RECOMMENDED the Council agree in principle to this proposal, and it be discussed in more detail at the next meeting of this Committee.**

11. LEADER CELEBRATION EVENT – THURSDAY 17<sup>TH</sup> JUNE 2010

The Leader advised Members he had attended the above event at Shotton Hall, at which he received information as to possible funding for the smoothie bar at the Pavilion and perhaps the Allotment Association. He had forwarded the relevant information and contacts to the Sports Development Officer to investigate funding potential.

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