

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE PARKS & CEMETERY
COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 13th SEPTEMBER 2010

PRESENT: COUN. D LANGAN (CHAIR)

Mesdames: J Black, L Wood &
S McDonnell

Messrs: J Hardy, C J Metcalfe,
C Austin, W M Jeffrey, C Robbins,
H Bennett MBE, J Alvey, R Huitson
& E W Hall

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

***COUNCILLOR D LANGAN WAS APPOINTED TO TAKE
THE CHAIR IN THE ABSENCE OF THE CHAIRMAN AND
VICE-CHAIRMAN.***

23. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors:- D Milsom (holiday), Mrs M Milsom (holiday), C Watkins (holiday), G Cowie (holiday) and R Jones (poorly).

RECOMMENDED that the apologies submitted, be accepted.

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

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

a) MAJOR ROLLER MOWER

Members were advised that one of the essential items of machinery used by the Parks Department, was now beyond economical repair. Currently a replacement machine was being hired in to allow works to continue.

The Parks Supervisor asked for approval to replace this item of machinery and gave Members details of prices obtained to do this.

RECOMMENDED that:-

- i) **the procurement of a replacement for the Major 1200 Grass Cutting System from Greenlay Ltd, be agreed, costing £9,671.00**
- ii) **the Supervisor aim to complete the Asset Management Plan for Machinery & Vehicles by December 2010.**

b) JOHN DEERE 3036E

Members were advised that the Parks Department had received delivery of the new mini tractor in August, although there was a delay on the back hoe system from Lewis who manufactured the back hoe system, a guaranteed date for delivery was Monday 13th September. To date, there had only been one funeral whilst waiting for the attachment and the Cemetery staff had coped very well. In addition compensation to the value of £300 had been given from Lewis the manufacturer.

RECOMMENDED that the information given, be noted.

c) TASTY PLOTS

The final stage of the tasty plots raised beds at Lowhills Leisure Gardens had been completed by volunteers from the Leisure Gardens Association. Groundwork Trust had appointed a Project Manager in order to assist the Leisure Gardens Association in their development.

The Leisure Gardeners Committee had also reported that they were having problems with the roof of the shop leaking during wet weather; this was having an adverse affect on their stock levels.

It was felt that this roof repair was an on-going issue and that the Leisure Gardeners should approach the builder/contractor who carried out the work in the first instance. It was not an issue that Peterlee Town Council could assist with.

RECOMMENDED that progress be awaited from the Leisure Gardeners.

d) WOODHOUSE PARK SIGNAGE

The Parks Development Officer had identified a need for signage into Woodhouse Park, he felt that this would increase visitors to the Park.

RECOMMENDED that this item be re-considered when the Skate Park was completed.

e) WOODHOUSE PARK INCIDENTS

There had been a number of serious reported incidents within Woodhouse Park which had been reported to the Police, and the Supervisor gave details at the meeting.

He was disappointed that the Office facility at the Park offered to the Police to use had only been used once in five months, although every assistance had been offered.

RECOMMENDED that a letter be sent to the Chief Inspector of Peterlee Police Station on this joint venture, seeking co-operation and feedback.

f) CRICKET PITCHES

There had been an incident of vandalism on two of the cricket pitches marked out for weekend games. An expression of thanks and appreciation had been received from Peterlee Cricket Club for the excellent work done to repair the pitches which meant that the matches could be played as scheduled.

RECOMMENDED that the information given, be noted.

26. REPORT OF THE SPORTS USER GROUP MEETING OF THE 13TH JULY 2010

Members were circulated with a copy of the Report from this meeting. Concern was expressed that an issue that had merely been discussed, not agreed by Council, was shown.

RECOMMENDED that in future informal discussions and ideas not be minuted.

27. EDEN LANE PONY FIELDS – ACCESS BY OFF ROAD MOTOR VEHICLES

Correspondence from Horden Parish Council in relation to the above issue had been circulated to Members for their information. Horden Parish Council felt that with impending cuts by Government and the cost to erect fencing in the areas concerned, this was not feasible at this time. They would, however, continue to flag this issue to the Police on a regular basis, but, felt there was also an individual responsibility by members of the public to report these issues when occurring, in order for Police to adequately respond.

The Parks Supervisor did report that there had been a reduction in reports and increased Police presence.

RECOMMENDED that the information, be received and noted.

28. PLANNING APPLICATION – FORMER SAWMILLS SITE, YODEN WAY, PETERLEE

Members expressed their concerns as to the traffic congestion at this extremely busy location.

RECOMMENDED that a letter be sent expressing the Town Council's strong concerns as to road traffic congestion at this location and loss of trees.

29. HELDFORD ROAD MUGA DEFECTS

Correspondence had been circulated to Members in relation to the above item. This was a re-occurring problem and had been reported to the Architects.

RECOMMENDED that Burns Architects be instructed to this issue with the Contractor to achieve a satisfactory repairs.

30. THE PAVILION – NOTES OF SITE MEETINGS OF THE 4TH, 12TH AUGUST & 1ST SEPTEMBER 2010, a copy of which had been circulated to each Member, were accepted.

RECOMMENDED that the above be received and noted.

31. DEMOLITION & CAR PARK – HELDFORD ROAD – NOTES OF SITE MEETINGS OF 21ST JULY, 18TH AUGUST & 1ST SEPTEMBER 2010, a copy of which had been circulated to each Member, were accepted.

RECOMMENDED that the above be received and noted.

32. 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.

33. COMPLETION OF DEED OF EASEMENT – LOWHILLS ROAD – NOMDAD 5 HOUSING ASSOCIATION LIMITED

The Deputy Town Clerk advised that this matter had now been finalised by the Town Council's Solicitors.

RECOMMENDED that the Deed be accepted.

34. FIREWORKS & BONFIRE – FRIDAY 5TH NOVEMBER 2010

The Deputy Town Clerk asked Members for clarification on the use of the Pavilion at the above Council event.

RECOMMENDED that the item be deferred to Full Council.

35. ANNUAL PARKS INSPECTION

Members agreed that the above Inspection be re-named as the “Inspection of Council’s Facilities”, visiting buildings/facilities of the Council.

Whilst carrying out this Summer’s inspections Members referred to the recent break in at the Football Club, and viewed the repair works which had been carried out by a Contractor.

RECOMMENDED that the Contractor be contacted and be asked to inspect, correct and finish the job within the next five working days, and the Deputy Town Clerk keep Members advised.

FURTHER RECOMMENDED that all Managers be reminded of the need to follow Standing Orders and Financial Regulations, particularly in the area of awarding works to Contractors.

35. LETTER OF THANKS

Members conveyed their sincere thanks to Brendan Arnell, the Parks Supervisor, for all his hardwork and efforts following the fire at the Cricket Club.

RECOMMENDED that a formal letter of thanks be forwarded to Mr Arnell.

36. PCASC COMPLAINT – REPLY FROM THE ARCHITECT

Members were circulated with a copy of a reply received from the Architect in relation to the planning application for the Pavilion.

RECOMMENDED that this be taken up once again with the Architects as Members were not satisfied with the content of the letter.