

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE PARKS & CEMETERY  
COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 11<sup>th</sup> OCTOBER 2010

PRESENT: COUN R W JONES (CHAIR)

Mesdames: J Black, L Wood, M Milsom &  
S McDonnell

Messrs: T A Jones, J Alvey, J Hardy, W M  
Jeffrey, C Watkins, D Langan, C J Metcalfe,  
R Huitson, D Milsom, C Austin & E W Hall

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

35. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Councillors G  
Cowie, (asthma), J I Measor, (poorly) and H Bennett MBE, (on holiday)

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

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

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

Bonfire Night

The following has been booked and confirmed for Bonfire Night Celebrations, Friday 5<sup>th</sup> November 2010:-

- Children's entertainment in the Brian Joyce room between 5.30 and 7.30pm, including "Noo Noo" the Dragon, 2 face painters and a balloon modeller;
- Refreshments on sale in the café area, tea, coffee, Bovril and hot chocolate;
- Bar open as normal;
- Food and sweets units outside the Pavilion and up near the Bonfire.

Members were asked to give consideration to offers made from local radio stations to support the event and two options were given.

**RECOMMENDED that the CD offer from TFM be taken up for this year's event.**

#### Sports Fields

Details of the allocation of pitches for the season were given for Members information.

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

#### Helford Road Muga

It was reported several repairs had been made using a bonding agent as a temporary solution to the ongoing problem as advised by a representative from Tiger Turf who visited the site in September and in his opinion the problem areas inspected all suffered from little or no glue in the affected areas

The original 5 year guarantee covers the carpet only and does not include any labour defects by sub-contractors however he did suggest that the original contractor be pursued in an attempt to rectify what could be an ongoing problem.

**RECOMMENDED that a remedy to this problem be pursued through the contractor.**

#### Flower Beds

Details were given on the planting schedule and arrangements to plants the beds, including the ornamental bed on the A19 for advertising the Show. It was suggested that the bed on Durham Way could be planted up to advertise Shotton Hall. A Local member mentioned that Plants R Us

had expressed an interest in advertising in/on a bed, but the Horticultural Supervisor reported on the planning limitations with advertising.

**RECOMMENDED that approval be given for the bed at Durham Way to be planted advertising Shotton Hall, and designs at this bed and the A19 be agreed between Officers.**

Tree Surveys

**RECOMMENDED that the Horticultural Supervisor obtain a price for a full Town wide, tree survey of all areas within the ownership of the Town Council to form the basis of an in house tree management plan.**

Grave Digging Course

Details of this pilot scheme were given for Members. All of the positives involved with this scheme were noted, partnership working; positive publicity; increasing visitors to the Town and being flagged as good practice.

**RECOMMENDED that discussions be held to enter into a formal partnership agreement for this arrangement between the Town Council and East Durham College.**

38. SKATEPARK MEETING – WEDNESDAY 13<sup>TH</sup> OCTOBER 2010

The Deputy Town Clerk advised that there was to be a meeting of the Skatepark Working Party to review and plan the opening ceremony for the skatepark to be held on Wednesday 13<sup>th</sup> October 2010.

**RECOMMENDED that progress be awaited.**

39. BONFIRE NIGHT STRATEGY

Members were circulated with a copy of correspondence received from the Community Safety Section of Durham County Council. The letter informed Parish Councils of the Strategy being adopted to try and ensure that the run up and beyond Bonfire night passes off safely without any major incidents. The information had been passed on to the Event Organiser at the town Council and she had attended a consultative meeting on this matter.

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

40. NON DOMESTIC RATE RELIEF – FOOTBALL GROUND & PREMISES

Details were given of the 50% small business rate relief granted in respect of the Peterlee Newtown AFC ground and premises. It was also reported that the Valuation Office were to visit Shotton Hall on Wednesday 13<sup>th</sup> October 2010 to inspect the premises.

**RECOMMENDED that the information given, be noted and progress with the valuation of Shotton Hall, be awaited.**

41. DEMOLITION & CAR PARK, HELFORD ROAD OLD PAVLION, NOTES OF THE SITE MEETING OF THE 22<sup>ND</sup> SEPTEMBER 2010

Members were circulated with a copy of the notes of the site meeting relating to works for the car park at The Pavilion. The Deputy Town Clerk asked for endorsement of action in requesting three bollards be installed at the front of the building as a safety measure. It was suggested that this be considered further by the Working Party.

**RECOMMENDED the notes of the meeting be accepted and further consideration be given to the installation of the bollards to the front of the Pavilion.**

42. HELFORD ROAD PAVILION- MAIN HALL VENTILATION

Members were circulated with information advising that DTA had been asked to revisit their specification for the 2 passive units in the main hall which were proving to be noisy during high winds. DTA confirmed that the units supplied were as their original specification but that acoustic baffles could be retro fitted which would reduce, but possibly not eliminate, wind noise, at the cost of £1,500 per unit. Members questioned whether the specification was correct in the first instance, however there were no monies in the budget for these suggested works.

**RECOMMENDED that no further action be taken with this issue at this current time.**

43. HELDFORD ROAD – TEMPORARY TOILETS

Further to the Show Meeting Burns Architects advised that to fully investigate the drainage, make enquiries of the Environment Agency and consider the provision of temporary toilets would require a feasibility study to be undertaken, at a fee of approximately £350.00.

**RECOMMENDED that no further action be taken with this matter at this current time.**

44. HELDFORD ROAD OLD PAVILION – TYPE 3 ASBESTOS SURVEY

Members were circulated with a copy of this survey carried out by AELS. The Architects had now invited quotations for the removal from 3 approved contractors and a further report would be made in due course. A copy of this survey had been supplied to the members of the PCASC.

**RECOMMENDED that the report be accepted and tenders be awaited.**

PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM  
COUNCILLOR S McDONNELL DECLARED AN INTEREST AND  
TOOK NO PART IN THE DISCUSSION WHICH ENSUED.

45. FUTURE JOBS FUND

The Deputy Town Clerk gave details of opportunities to employ temporary staff for a six month period under this initiative to assist with the operation of the skatepark. It was hoped that the Town Council could take up three persons and Members would be kept informed on this matter.

**RECOMMENDED that information given be noted.**

46. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC

IN VIEW OF THE CONFIDENTIAL NATURE OF THE  
FOLLOWING ITEMS TO BE DISCUSSED, THE COMMITTEE  
IS ASKED TO PASS THE FORMAL RESOLUTION TO  
EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING,

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

47. PERMISSION TO TRADE – LOWHILLS ROAD

Members were circulated with details of a request made to operate a catering van at Lowhills Road playing fields on a Saturday and Sunday when the football matches were on.

Members felt that the issue of indiscriminate parking needed to be tackled, controlled and improved before consideration could be given to this request. It was noted that there had been an earlier request to trade made in 2009 where it was agreed that a public notice should be placed and the tender process be followed for the letting of such a concession.

It was suggested that investigations be made into warnings being issued with the potential of using some type of wheel clamping scheme being operated.

**RECOMMENDED that no action be taken with the interest in catering at this current time and the Horticultural Supervisor take up the issue of parking with the football teams and visitors using the fields at Lowhills Road. FURTHER RECOMMENDED “No Parking” signs be erected on Lowhills Road.**

47. TOP SOIL

**RECOMMENDED that this item be withdrawn and not considered.**

PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM COUNCILLOR J ALVEY DECLARED AN INTEREST AND TOOK NO PART IN THE DISCUSSION WHICH ENSUED.

48. PETERLEE LEISURE GARDENERS

Consideration was give to this request for a loan to pay for renovation works at the shop and storage premises used by Peterlee Leisure

Gardeners Association at Lowhills Road. It was felt that if a loan was agreed towards the costs of works the Town Council would need to see evidence of the tender and specification drawn up for the works that were to be carried out. Consideration of an appropriate rate of interest was also given, and 40% was given as a guide.

**RECOMMENDED a loan be agreed in principle to the Peterlee Leisure Gardeners on terms and conditions to be agreed. FURTHER RECOMMENDED that the Leisure Gardeners supply the Town Council with full details of the work to be undertaken and of the contractor that was to carry out the works.**

50. LOWHILLS ROAD – REQUEST FOR AN EXTENSION OF TIME FOR CAR PARK WORKS

Members were circulated with a request from Isos Housing for an extension of time to complete works to the car park from December 2010 to March 2011. It was asked if this would cause any disruption to activities at Lowhills Road; the Horticultural Supervisor advised that it would not.

**RECOMMENDED that an extension be agreed.**

51. DEMOLITION OF THE URINALS AT EDEN LANE & EDEN LANE WHIPPET TRACK

Members were shown pictures of the current state of these structures and asked for their permission to demolish them as they were no longer used and in a poor condition.

**RECOMMENDED that approval be given for these structures to be demolished, works being carried out in house.**

52. HARTLEPOOL ACCIDENT & EMERGENCY DEPARTMENT

A Local Member expressed his concern at a recent TV report and to the future of the A&E at Hartlepool and he asked for the town Council to support lobbying for the Department to remain open.

**RECOMMENDED that a letter of support be sent.**

53. SUPERMARKET ADDED TO DEVELOPMENT PROPOSALS

A copy of a recent article that had appeared in the press was circulated to each Member. The Deputy Mayor gave details of recent discussions which he was privy to as representative on the Peterlee Youth Club. Grave concern was expressed by all Members that the Town Council had not been invited to take part in these discussions and indeed had not had any updates on progress with planning issues relating to the Town Centre for some time.

Members and Officers of the Town Council had attended and been show the plans for the development in the Town Centre by Camarghue and had asked to be kept informed of progress with this matter. The Town Council had given its support to the North Blunts Development for the benefits to certain sports facilities provided in the Town.

This was an extremely important issue and it was **RECOMMENDED that urgent contact be made with Stuart Timmiss, Planning, Durham County Council for an update with the planning issues for the Town Centre as a whole, including the North Blunts site along with a request to be invited to future meetings on this matter.**