

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> APRIL 2011

PRESENT: COUN. M MILSOM (CHAIR)

Mesdames: J Measor, J Black,  
L Wood.

Messrs: R Kyle, T Jones, J Alvey,  
H Bennett MBE, J Hardy, C Watkins,  
D Langan, C J Metcalfe, C Robbins,  
R Huitson, D Milsom, M Milsom,  
C Austin, W M Jeffrey

IN THE ABSENCE OF BOTH THE CHAIRMAN & VICE  
CHAIRMAN COUNCILLOR MRS M MILSOM WAS  
ELECTED CHAIR OF THE MEETING.

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

122. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors R W  
Jones (Anxiety), Mrs S McDonnell (Stomach Upset) and G  
Cowie, (Hospital).

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

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

Matters Arising

a) Minute No. 112 – Provision of Dogs Bags

The Acting Town Clerk advised that she had posted an item on the CDALC Forum and the replies received were that all Parishes were not charging for the supply of dog bags, although some were keeping a note of where users were from, and one was charging 50p for those outside the Parish. Currently bags were available from the Parks Depot and the Information Centre.

**RECOMMENDED that the Dog Bags continue to be given out free of charge to the public.**

b) Minute No. 115 – Letter from Peterlee Town Bowling Club

Members were circulated with a copy of a letter from Lowhills Bowling Club requesting the Town Council's consideration be given that the 50% subsidy they currently received for the hire of the Bowling Green remaining. A similar letter had also been received and circulated from Lowhills Bowling Club.

**RECOMMENDED that this issue be discussed further at a Special Clerks Advisory Committee Meeting.**

c) Minute No. 116 – Annual Review of Fees & Charges - Peterlee Town Band

Members were asked to review the fees and charges given to the Peterlee Town Band for their room hire of The Pavilion. It was previously been agreed that the Quilters/Bowlers be given a concessionary rate following requests from the Passfield Community Association. During discussions it was stressed that consideration was given to each request for either a donation or concessionary use when received and on its merits. The Acting Town Clerk was asked to check if a request had been received from the Town Band.

**RECOMMENDED that the Acting Town Clerk investigate whether there had been any requests received for a donation or concessionary use from the Town Band and this be reported to next Council Meeting.**

PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM  
COUNCILLOR J ALVEY DECLARED AN INTEREST AND

TOOK NO FURTHER PART IN THE DISCUSSION WHICH ENSUED.

d) Minute No. 117 (ii) – Letter from Mr Rippon

The Acting Town Clerk informed Members Mr Rippon had been in contact with her on this issue. It was reported that he had also been in touch with a Local Member. Mr Rippon felt that he had not been given an opportunity to speak to the Association about his expulsion from the Leisure Gardens and that a “Kangaroo Court” had been conducted where he was not allowed to be heard.

Members, whilst appreciating Mr Rippon’s frustration with this matter, felt that the Town Council could not get involved as they tasked the management of the allotment sites to the Peterlee Leisure Gardeners Association. It was re-iterated that the Regional Representative of the National Society of Allotment & Leisure Gardeners Limited had indicated that his enquiries into this matter had found that the procedures of the Association and its Committee could not be faulted.

It was noted that the Town Council’s representative, Councillor W M Jeffrey, had not been contacted recently on any issue relating to the operation of the Leisure Gardens.

A letter had been circulated from the Association’s Committee asking for the Town Council’s advice on the banning from the site of any member who, having had his membership terminated, continued to cause trouble.

The Acting Town Clerk also advised that Mr & Mrs Malt had been in contact and did not wish for their complaint to be taken any further.

During discussions it was suggested that weekly progress meetings be held at Officer level to improve communication and operational issues at the sites.

**RECOMMENDED that these items be discussed at Special Clerks Advisory Meeting be held on the 14<sup>th</sup> April 2011.**

COUNCILLOR J ALVEY DECLARED AN INTEREST TO THE FOLLOWING ITEM AND TOOK NO FURTHER PART IN THE DISCUSSIONS.

e) Minute No. 117 (iii) – Incident at the Leisure Gardener’s Shop  
Members were circulated with a letter received from Peterlee Leisure Gardeners Association following this incident at the site.

Members were also circulated with the statement from the Member the letter related to. The Member explained that he had since received a letter offering him plot 14B, half a garden, (no Allotment Rules were enclosed). He commented that he was concerned at how the incident had been recorded by the Association and was now being received by Members. He felt he needed to seek advice from the Monitoring Officer.

**RECOMMENDED that this matter be considered further at the Special Clerks Advisory Committee on 14<sup>th</sup> April 2011.**

124. REPORT OF THE HORTICULTURAL SUPERVISOR, a copy of which had been circulated to each Member was considered under the following headings:-

a) Dene Parks

The Horticultural Supervisor reported that the work had now stopped on tree felling/clearing due to the conservation requirements throughout the Dene Park areas. All areas which were within the Parks staff capabilities had been attended to.

**RECOMMENDED that approval be given for the Horticultural Supervisor to source 3 potential local companies in order to prepare a schedule of works required for the Dene Parks Areas and a further report be submitted in due course.**

b) Thorntree Gill Leisure Gardens

The Horticultural Supervisor advised Members that the main roadway through the leisure garden was in need of attention and the repairs were beyond the capabilities of the Parks staff. Details of two prices obtained for this work were considered. It was accepted that this work needed to be done but it was suggested that further consideration should be given to the various options open to the Town Council as to the type and area of re surfacing required. It

was also noted that these works would have to be done with consideration to the growing season and activities on the site as it was more than likely it would need to be closed down to allow the works to proceed.

**RECOMMENDED that the Horticultural Supervisor prepare a further report for consideration on this work.**

c) MUGA Use

The Parks Superintendent reported to Members that the Muga Use for March was 113.

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

d) Eden Lane Cemetery

The Parks Superintendent reported to Members that the figures for the Cemetery for March were as follows:-

Burials 2

Ashes 1

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

125. CEMETERY FEES FOR CARE HOME RESIDENTS

A Local Member asked that the Committee give consideration to a suggestion that if a person had been a former resident of the Town and was then moved to a care home outside of Peterlee, if they were to die, could they be classed as a resident and not be charged double burial fees. Members supported this suggestion wholeheartedly.

**RECOMMENDED that it be agreed all former residents of Peterlee who were living in a care home at the time they were deceased still be classed as a Peterlee Resident for the purpose of burial fees and charges.**

126. CEMETERY – MEMORIAL WALL

A Local Member asked that consideration be given to whether it would be feasible for Peterlee Town Council to erect a feature

memorial wall at Eden Lane Cemetery. Members felt that this was an excellent idea and asked that further information be obtained on costs etc and possible income from this. It was reported that a similar suggestion regarding the cemetery obelisk had been previously submitted by the Cemetery Records Officer.

**RECOMMENDED that further information be sought on this item and reported back to a future meeting for consideration.**

127. 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 AND PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1961 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

128. HORTICULTURAL SUPERVISOR'S REPORT

COUNCILLOR MEASOR DECLARED AN INTEREST IN THE FOLLOWING ITEM AND TOOK NO FURTHER PART IN THE DISCUSSIONS WHICH ENSUED.

- a) NEWTOWN FLOOD LIGHTS

Members were circulated with 2 quotations from Steadfast Systems Installations for the cost of replacing the bulbs or repairing the Floodlights at the Peterlee Newtown Football Ground.

**RECOMMENDED that the Option 2 be the preferred option for the lights at a cost of £2,390.00 +vat, and the Horticultural Supervisor investigate what guarantees were given by Steadfast Systems Installations for these works.**

- b) Eden Lane Potential Funding Opportunities

Members were asked to give consideration to a request from the Parks Superintendent and Sports Development Officer to be able to enter into discussions with outside potential partners in

connection with funding opportunities for Eden Lane Newtown Football Ground.

**RECOMMENDED that the Parks Superintendent and the Sports Development Officer be given authority to pursue these discussions further.**

AT THIS POINT COUNCILLOR C J METCALFE LEFT THE MEETING & GAVE HIS APOLOGIES.

c) Peterlee in Bloom

Further to suggestions made on the promotion of this event permission was requested for 6 No. vehicle transfers be purchased to advertise Peterlee in Bloom. The adverts would be placed along the back and sides of the back door of both Council vehicles, these were transfers which were easily removed causing no damage to the paint work on the vehicles.

**RECOMMENDED that the Parks Superintendent be given permission to purchase these transfers at a cost of £89.00.**

129. THE PAVILION – HELFORD ROAD CCTV

Consideration was given to the CCTV system at The Pavilion and a proposal received from Steadfast Security to make adaptations to it, copies of which had been circulated to each Member.

**RECOMMENDED that Architect be requested to provide information on what the specifications had been agreed for the CCTV initial installation and then further consideration be given to this matter.**