

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE PARKS & CEMETERY  
COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON TUESDAY 10<sup>TH</sup> APRIL 2012

PRESENT: COUN J ALVEY (CHAIR)

Mesdames: S McDonnell, J Black  
& L Wood

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

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

72. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted on behalf of Councillors J I Measor, R W Jones, (both ill), and Councillor R Curtis, (on holiday).

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

74. CASTLE EDEN DENE NATIONAL NATURE RESERVE

The Chairman welcomed Christine Pope, Senior Reserve Manager to the meeting.

Ms Pope outlined the history of how the contribution made by the Town Council had been spent in the past and how it had been ring fenced. It

was now contained within the re-drafted Memorandum of Understanding which set out broadly what the contribution would be used for. Currently it was used towards education and visitor facilities. She suggested the Town Council may wish to be more specific on how they wished for the contribution to be used ie towards a specific project or scheme.

The meeting was opened up for a question and answer session. The emphasis during discussions was raising the profile of Peterlee and the assistance given by the Town Council towards activities for its residents and Ms Pope assured she would do her best to include reference in promotion material etc of the support granted by the Town Council.

**RECOMMENDED the contribution from the Town Council continue to be made to the work of Castle Eden Dene National Nature Reserve to the benefits of the residents of the Town. FURTHER RECOMMENDED that the Town Clerk liaise with Christine Pope on an ongoing basis to seek opportunities for future funding to be more focussed on backing specific projects for Peterlee residents.**

74. THE REPORT OF THE MEETING HELD TO DISCUSS ISSUES WITH THE PONY FIELDS, HORDEN OF THE 29<sup>TH</sup> MARCH 2012

A copy of the above Report had been circulated to Members for their consideration.

**RECOMMENDED the action points in the report, be endorsed. FURTHER RECOMMENDED proper signage be erected at the site and an item on the site be included in the next edition of About Town.**

75. MINUTES OF THE SKATE PARK WORKING PARTY OF THE 2<sup>ND</sup> APRIL 2012

A copy of the above Report had been circulated to Members for their consideration.

**RECOMMENDED the report be accepted and it be noted the next meeting was to be held on 8<sup>th</sup> May 2012. FURTHER RECOMMENDED the Horticultural Supervisor investigate the**

**possibility of applying for “Fields in Trust” funding for Woodhouse Park.**

76. REPORT OF THE HORTICULTURAL SUPERVISOR

(a) Maintenance overview cemetery

It was reported that the ornamental taps in the cemetery had now been completed to the appropriate standard. The Council Leader questioned compliance with water board regulations and the Horticultural Supervisor confirmed the taps were compliant. The Leader stated he had not seen the taps in question but assured the Horticultural Supervisor that he intended inspecting them.

**RECOMMENDED that the information given be noted and the action taken by the Horticultural Supervisor, be endorsed.**

(b) Maintenance overview Bowling Greens

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

(c) Maintenance overview Sports Pitches

**RECOMMENDED the action taken in managing the use of the sports pitches, be endorsed.**

(d) Parking problems at Lowhills Road pitches

There was a lengthy discussion on the issue of indiscriminate parking by players and spectators at the Lowhills Road site. It was accepted that the Town Council needed to find a solution to these parking problems at Lowhills Road. The Horticultural Supervisor intended to re send the standard letter via the Peterlee and District Sunday League Annual General Meeting and also to other sporting bodies who use Town Council facilities a copy of which was circulated. It was suggested that this letter be made stronger in terms of penalties etc. and also that notices be erected at the sites directing motorists to the car parks provided for their use.

**RECOMMENDED that:-**

- (i) **suitably worded signs be erected at Lowhills Road;**
- (ii) **a strongly worded letter be sent to all Teams and appropriate bodies advising of the penalties and sanctions that would be applied by the Town Council if the terms and conditions of use of the pitches were ignored.**

At this point in the meeting Councillors Kyle and Metcalfe left the meeting.

(e) Maintenance overview open spaces

Progress was given on the area known as the Pony fields on both the holes that were still appearing and the issue of horses being tethered there illegally. It was felt that the area should be surveyed by an engineer appointed by the Town Council either from Northumbrian Water or Arc Environmental, used previously.

**RECOMMENDED a survey be arranged for this area.**

(f) Anti-Social Behaviour incidents (by area)

**RECOMMENDED the incidents be sent again to the Police and they be requested to give feedback on the actions taken following reports being made by the Town Council.**

(g) Annual Parks Inspections

**RECOMMENDED two dates be arranged for these Annual Inspections and Members be advised of the dates in due course.**

(h) Training – General Vehicle Maintenance – Fitting a Spare Wheel

Further details were given on this operational matter, which were accepted by Members.

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

At this point in the meeting Councillor C Robbins left the meeting.

(i) Olaman Walk – Further Consideration

Further to a previous meeting in February, (Minute Number 54(i) refers), a costing was given for the provision of a sign, a padlock and erection of the gate currently held in storage that could be used at this area. Members agreed that the earlier decision should be rescinded and a gate should be provided at this site, to be opened and closed by the Parks Attendants. A Local Member advised that she had been carrying out consultation and had already spoken to the Fire Brigade and Durham County Council regarding the access and possible relocation of the recycling units currently in place in this car park.

**RECOMMENDED a gate be put in place at the car park next to the bowling green and bungalows at Olaman Walk, this to be operated by the Town Council. FURTHER RECOMMENDED arrangements be made to relocate the re cycling units next to the car park Hill Rigg House.**

(j) Mayor's Tree Planting – Update

It was reported the current Council Policy, (as at June 2010), was that the outgoing Mayor be granted the right to plant a tree in Shotton Hall Grounds. The type and position of the tree to be agreed in consultation

with the Horticultural Supervisor. This tree could be up to the value of £250.00 and financed from the Mayor's budget. This policy being extended to cover previous Mayors. Councillor C J Metcalfe had planted a tree last year to mark his year of office as Mayor of the Town. It was understood Councillors T Jones, R Kyle and R Curtis along with L Wood have yet to plant a tree and it was asked that they contact the Horticultural Supervisor to make arrangements for their tree planting. Councillor Austin was concerned that he did not know where in Woodhouse Park his tree was planted and asked could this be clarified.  
**RECOMMENDED that the above course of action be agreed.**

(k) Peterlee Leisure Gardeners – Re Surfacing of the Road at the Thorntree Gill Site

It was reported a meeting was to be held with the Leisure Gardeners on Wednesday 11<sup>th</sup> April 2012 and progress would be reported.

**RECOMMENDED the cost of improving roadways into the Thorntree Gill Site be considered under the capitalised maintenance budget and costs be re submitted for full consideration.**

(l) Emergency Works – Eden Lane Community Facility

It was reported on Tuesday 3<sup>rd</sup> April during the strong winds, the sky light at the Eden Lane Community Building blew off. An emergency call out was made to a joiner to board this up to stop severe water and snow penetration. Competitive prices shall be obtained for the full repair to the sky light.

**RECOMMENDED the action taken in arranging this emergency repair, be endorsed.**

77. OLYMPIC TORCH ROUTE

It was noted that the actual street route for the villages and towns that the torch would pass through was not be made fully available for security reasons. The actual route would not be made available until much closer to the weekend of the 16/17 June 2012. It was asked if Members wished to be involved with the Community Celebration Event to be organised for Sunday 17<sup>th</sup> June 2012 from 9.30 – 11.30am at Dene Community School.

**RECOMMENDED that the Town Clerk liaise with the Local Leader for this event to ascertain where the Town Council may add value to the event.**

78. 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 &  
THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT  
1985.

79. PARK ATTENDANTS

Consideration was given to the report prepared by the HR Consultant following a request made by the three parks Attendants for enhanced rates of pay for the duties they carried out.

**RECOMMENDED:-**

- (i) **the Town Council issue new Written Statements to all three attendants immediately, and plenary powers be granted for this action to be carried out as a matter of urgency;**
- (ii) **the Town Council review its approach to the payment of enhancements for Saturday and Sunday working to provide equity and uniformity of application.**

THE FOLLOWING ITEMS COULD NOT BE CONSIDERED AND WERE TO BE PLACED ON THE COUNCIL AGENDA FOR DISCUSISON.

- A. SECTION 116 – HIGHWAYS ACT 1980  
UNCLASSIFIED ROAD – PROPOSED STOPPING UP ORDER OF  
HIGHWAY ADJACENT TO NUMBERS 1 – 33 YODEN WAY,  
PETERLEE
- B. HELFDON UNITED COUNTY CUP MATCH
- C. WORKS TO THE MAST AT EDEN LANE – VIRGIN MEDIA