

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE PARKS &
CEMETERY COMMITTEE

HELD ON MONDAY 9th SEPTEMBER 2013

PRESENT: COUN. C J METCALFE (CHAIR)

Mesdames: C Baty, L Wood, K Liddell, V Watson &
S Simpson

Messrs: D Milsom, D Sillito, C Robbins, W M Jeffrey,
S Miles, R Curtis, A Watson, R Kyle & F Price

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

16. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors:- M
Milsom, M Thompson and G Cowie.

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

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

It was noted at the Council Meeting that consideration had
been given to the following item, where verbal
representations were made by Helford United.

Provision of a 9v9 football pitch at Helford Road – Helford
Road United FC.

Members were unanimous that they did not wish to put
football on the cricket pitch and felt that Peterlee Teams
should be given priority. It was suggested that the issue of
pitch allocation and restrictions with the pitches available
should be discussed further with the Sports Development
Officer at a future meeting.

RESOLVED that the request made to locate a football 9x9 pitch on the side of the cricket pitch be refused.

18. HIGHWAY REPAIRS

Correspondence had been received from County Durham Association of Local Councils in relation to the above subject, a copy of which had been circulated to each Member for their information. The Parks Supervisor gave Members a brief history of when the Town Council jointly employed a highways Officer to deal with general repairs, and now that person was a member of staff which meant repairs of this nature on Town Council land/property, were carried out in house. It was explained that this type of issue was reported direct to the local County Councillor who then reported them on to Durham County Council for attention.

RECOMMENDED that the information given, be noted.

19. CRICKET FACILITIES HELFORD ROAD

A thank you letter had been received from Peterlee Cricket Club, a copy of which had been circulated to each Member.

The Deputy Town Clerk advised that the Cricket Club had requested consideration be given to a boundary fence being erected at the Cricket pitch.

RECOMMENDED that a report be awaited from the Horticultural Supervisor and the Sports Development Officer, to include the costings and feasibility of a boundary fence and other alternatives. If fencing was not an option storage for the wicket covers be considered as an alternative.

20. REPORT OF THE PARKS SUPERVISOR

a) Woodhouse Park

Recorded incidents and anecdotal evidence were showing that there was an increase in the numbers of dogs and horses being reported to staff particularly within Woodhouse Park, with both public and agencies indicating

a mixed approach by staff based within Woodhouse Park regarding the official Peterlee Town Council policy of ‘No Dogs Allowed’. The Supervisor expressed his concerns there were also reports of youths bringing into the Park, hunting type dogs, in order to hunt rabbits and other small animals which were within the boundaries of Woodhouse Park/nearby schools.

An increased presence by Town Council staff/seasonal workers had ensured that there had been a drastic reduction in physical damage in or around the toilet areas.

The following actions had been taken/ would be taken in order to lessen the extent of the problem.

- Issue of Memo/Standard operating procedure to all staff clarifying official policy relating to dogs etc. Advice on when/how to approach individuals; Appendix 1 gave details, a copy of which had been circulated to each Member.
- Improved signage giving help and advice (including contact numbers) to members of the public, (subject to identifying the appropriate budget provision for the purchase of such signage, noticeboard etc.
- Parks Development Officer being tasked to liaise with Police Neighbourhood beat unit and provide intelligence/evidence via Peterlee Town Council Incidents sheets.
- Issue memo to Admin staff/Team Leaders to ensure consistency in collating incident sheets to be discussed at full council meeting, Appendix 2 gave details, a copy of which had been circulated to each Member.
- Intention to create a “multi Agency” approach to Anti Social Behaviour using “Friends of Woodhouse Park”/Residents Associations to work with P.T.C. staff, elected members, Police/Wardens & youth groups (Outreach) & W.H.I.P group.
- Increase in organised activities to ensure a physical presence is maintained in Woodhouse Park (enabling “eyes and ears” philosophy to be adopted by the Parks Dept).

Members reported that general feedback from members of the public was that they wished to walk their dogs, on a lead, in the Park, especially as there was not full provision of a suitable footpath system along Pennine Drive. However, it was also reported that parents felt reassured with the application of a “No Dogs” Rule.

RECOMMENDED:-

- (i) that the “No Dogs” rule be re-affirmed and applied;**
- (ii) Improved signage giving help and advice (including contact numbers) to members of the public, (subject to identifying the appropriate budget provision for the purchase of such signage, noticeboard etc;**

b) Woodhouse Have Independent Persons Group

The Supervisor advised received a number of positive reports regarding the youth Skate Park Management Group who were now formally known as Woodhouse Independent Persons group (WHIP). Working with Durham County Council “Join in” scheme which was celebrating the achievements of the Olympic and Paralympic Games. The aim of the project was to create a sustainable legacy using sports as a way to engage youth (5-12 yrs.)

Additionally the two part time members of staff Gareth Ganning and Steven Monahan would be providing additional support in order to create extra games and coaching sessions. They would also oversee the activities which consist of running the mini golf, structured coaching sessions of football games and activities.

The Supervisor believed it would be pragmatic to look in detail at utilising trained staff to engage the youth of Peterlee using the same approach as above (e.g Sports/Play) in an effort to combat the growing problem of vandalism and destruction of play equipment. The Council’s insurers had also given a requirement for the skatepark facility that it be supported by structured activities.

In this regard the Deputy Town Clerk reported receipt of a request from Durham County Council to use the park on a Saturday in September and to use portions of the mobile skate park which would require support from Town Council staff.

RECOMMENDED that a small Working Party to include Officers and Members, be implemented, with the suggested membership – Councillor D Sillito, S Miles & C J Metcalfe, the Parks development Officer, Parks Supervisor, DCC and Street Wardens, Police.

FURTHER RECOMMENDED approval be given to Durham County Council to host an event in the Park on 21st September 2013 and the Town Council provide assistance with the sections of the mobile skate park to enhance the event.

c) Peterlee Newtown Floodlights

Members were advised of the need to address the on-going problems with Peterlee Newtown floodlights which had required remedial attention for a number of seasons together with other outstanding issues as highlighted in the Durham County Council and Dayes Kenyon /ARC reports.

With the football season having started there was a need to address this issue immediately. Standing Orders were waived in this instance and the requirement to obtain three prices due to the fact that the price submitted was a discounted price from a sponsor of South Shields and that the company had access to the equipment which would be the most effective for the task in hand.

The Supervisor had arranged for this work to be carried out and asked for endorsement of the action taken in this regard. Several members suggested in previous discussions assurances had been given that any extra costs to the ground would be covered by South Shields. As such Members asked if South Shield were able to contribute towards the costs of this work.

RECOMMNEDED that endorsement of action be given and South Shields be asked if they would make a contribution towards the costs of the works to the lights.

21. 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, 1960 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

22. BUILDING PORTFOLIO – PROPOSED RECOMMENDATIONS

A copy of the above Report prepared by the Horticultural Supervisor, including reports from Dayes Kenyon and Arc Associates had been circulated to each Member,

It was accepted there was a need to look at the buildings in a more recorded and logical way rather than on a more reactive approach as was currently being used.

RECOMMENDED:-

- i) The Town Council formally adopt the Dayes Kenyon/Arc Associates reports and use the information provided in the reports to allow Departmental Managers to produce building maintenance schedules in line with current financial year budgetary implications.**
- ii) A small working Party be established with Members/Officers to consider the reports in more detail and then consider a priority list/action plan and consider future budget provision;**
- iii) Item no 5 (K) Parks and Cemetery Committee – 10th June 2013 – Renewal of gas boiler at Eden Lane, be further investigated in line with Arc Associates Mechanical and Electrical Report of December 2012.**

FURTHER RECOMMENDED Members be advised of the amount currently held in reserves.

23. DURHAM COUNTY COUNCIL – PROCUREMENT SUPPORT – H R SERVICES

Correspondence had been received from Durham County Council detailing the agreement for the provision of services to Parish and Town Councils, a copy of which had been circulated to each Member.

RECOMMENDED that this item be placed on the agenda for the next Establishment Committee.