

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE PARKS &  
CEMETERY COMMITTEE

HELD ON MONDAY 13<sup>th</sup> APRIL 2015

PRESENT: COUN. R KYLE (CHAIR)

Mesdames: L Wood, K Liddell, S Simpson,  
K Hawley, M Thompson, M Cartwright,  
J Measor & V Watson

Messrs: D Milsom, C J Metcalfe, G Cowie,  
W M Jeffrey, J Alvey, D Sillito,  
A Watson, S Miles, L Cook & C Robbins

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

99. APOLOGIES FOR ABSENCE

There were no apologies received for this Meeting.

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

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

Matters Arising

In connection with Dog Fouling – Sports Fields it was advised that  
Durham County Council had issued a fixed penalty notice to the  
following a recent report made by the Town Council.

*COUNCILLORS W M JEFFREY, J ALVEY & C J METCALFE  
DECLARED AN INTEREST IN THE FOLLOWING ITEM.*

101. THORNTREE GILL LEISURE GARDENS SITE – RAIN  
SHELTER

As agreed several members had viewed the rain shelter. The  
ownership of this structure had not been fully confirmed. It was  
suggested that the internal auditor's report be awaited so that the

financial implications of any works could be considered then in the light of its contents.

**RECOMMENDED the Internal Audit Report on the Leisure Gardens, be awaited and this matter be re considered at this point.**

102. THE PROGRESS REPORT OF THE HORTICULTURAL SUPERVISOR, a copy of which had been circulated to each Member giving details on the following items.

a) Maintenance Overview- Shotton Hall

Work would shortly be completed on the landscaping of areas to the east of the pond area within Shotton Hall, due to the bird nesting season. Although it had been suggested by Members that works be done “in house” on the ornamental bridge which was situated within the grounds, it was now apparent that this could not be done in house due to the nature of the works required on the steel structure such as welding and shot-blasting, prior to the fitting of a new anti slip steel/composite floor area which had a very acute angle in its present form needed to be carried out.

Members felt the bridge had become a feature point within Shotton Hall, which also had links to the past and heritage from the Gateshead Garden Festival held some years ago and also to the local National Nature Reserve at Castle Eden Dene being a replica of a bridge there. Members suggested a price be obtained from a local training organisation for this work.

**RECOMMENDED costs be sought to repair the bridge and be reported back to Council for consideration.**

b) Maintenance Overview – Eden Lane Cemetery

Work had been completed on the re-seeding of purchased graves within the cemetery area, together with additional raft systems. Works had been carried out for the removal of the damaged/corroded cast iron tap systems, which had been replaced with traditional bib taps.

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

c) Maintenance Overview- Bowling Greens

All works had now been completed on both bowling green sites and the greens were anticipated to open week commencing 14<sup>th</sup> April 2015,

this would enable both sites to get in sufficient practice sessions before the first anticipated home game, expected to be 22<sup>nd</sup> April.

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

d) General Problems/Opportunities - Groundwork NE

The Horticultural Supervisor had commissioned a feasibility study proposal to be conducted by Groundwork NE, in order to gain some form of public response from the five wards situated within Peterlee on the overall condition/fit for purpose of the Town Council maintained play equipment stock.

The proposal was to conduct a five stage report covering the following aspects of play provision within Peterlee and attempt to enable accurate factoring of budgets over the coming years to prevent the demise of the Town Council owned/maintained play equipment stock.

Additionally it would also enable further consultation so as to maximise additional funding opportunities such as Section 106 monies, Community Infrastructure Levies, as well as other funding opportunities which required substantial background information and public consultation.

**RECOMMENDED that approval be given for the Horticultural Supervisor's to engage Groundwork NE to conduct a feasibility study on the Town Council's play areas, at a cost of £2,340.00.**

e) General Problems/Opportunities - Eden Lane Office Environment

Following health issues with a member of staff an environmental risk assessment on the offices within Eden Lane was carried out. Occupational Health had provided support and the Union had carried out an inspection and there were issues that required attention.

In the short term the Parks Admin/Show Co Ordinator had been relocated until issues could be fully assessed and addressed where possible. Members mentioned issues with the Cemetery Office also.

**RECOMMENDED that a further report be awaited to outline the long term options for Office Accommodation at the Eden Lane site.**

103. WOODHOUSE PARK – PROGRESS REPORT

i) Graffiti Painting of the Skate Park at Woodhouse Park

The painting of certain areas of the Skate Park had been carried out by the graffiti artist Mark Shields and members of Groundworks NE on Wednesday the 8<sup>th</sup> of April. Members of the Skate Park Working Party had been invited to come along during the day to observe the activity as had members of the Howlech Residents Association.

**RECOMMENDED that an anti-vandal polyurethane coating be added at a cost of £100.00. If possible this work being to be reimbursed by County Councillors Mrs J I Measor and J Alvey from their funding budget.**

ii) Catch 22 Projects

Progress with this project in the Park was given.

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

iii) 2015 Fun Days

The activities that would be held during the two Fun Days at Woodhouse Park would be confirmed soon.

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

iv) Dene Parks

The monitoring of the Dene Parks continued to be carried out on a daily basis. Any problems with litter collection or the waterways the staff liaised with Durham County Council's Green Team to rectify matters. A litter pick was planned in conjunction with multi-agencies plus various volunteers. Members were encouraged to get involved if they so wished. Details were given of reports from a local resident and partnership working arrangements with English Nature to tackle the issue of litter.

**RECOMMENDED that the information given, be noted and all Members be given details of the dates of future clean up campaigns that they could possible support.**

v) Cycle Group

It was advised that East Durham Belles planned to start the cycling group back up on Saturday 9<sup>th</sup> May from 9.30am until 11.30am from Woodhouse Park.

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

104. COMMUNITY FITNESS SCHEME – AWARDS FOR ALL GRANT AWARD - NOTIFICATION

It was reported that the Town Council had been successful in their grant bid to Awards for All, Big Lottery Fund. Streetscape had supported the Town Council in making this successful bid and were to provide the play equipment. The final siting requirements at Helford Road needed to be considered taking into accounts the Show, proximity to the building, fencing, signage etc. Streetscape had been asked to advise the Town Council on the suggested requirements.

**RECOMMENDED a site meeting be held with Members upon receipt of details of the necessary requirements for the equipment.**

105. MAYORAL TREE PLANTING

**RECOMMENDED that the Horticultural Supervisor arrange a date for the outstanding Mayoral tree planting after the Annual General Meeting on 18<sup>th</sup> May 2015.**

106. 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 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

*COUNCILLORS W M JEFFREY, J ALVEY & C J METCALFE DECLARED AN INTEREST IN THE FOLLOWING ITEM AND COUNCILLOR METCALFE LEFT THE ROOM FOR THE DURATION OF THE ITEM.*

107. PETERLEE LEISURE GARDENS

- i) Request from Thorntree Gill Leisure Gardens Site  
**RECOMMENDED that this item be deferred until the Internal Audit Report had been received.**
- ii) Internal Audit Report  
**RECOMMENDED that the Internal Audit Report, be awaited.**

108. DURHAM COUNTY COUNCIL – CORPORATE PROCUREMENT

This item had been referred from the Finance and General Purposes Committee, a copy of detail of the service available was circulated to each Member. It was felt that in the area of building maintenance and repair this support would be an advantage and a cost that could be justified when having bespoke tender services carried out on the Town Council's behalf. For other general services the Town Council could negotiate "best price" for goods and services.

**RECOMMENDED that all Manager's identify their specific requirements in relation to their Department, a further Report be submitted for consideration.**

109. REQUESTS TO PURCHASE LAND

- i) Lowhills Road – Garage at Essington Way

A copy of correspondence received from the North East Ambulance Service in connection to this proposal had been circulated to all Members.

**RECOMMENDED that Manager of the Garage be contacted regarding the response received and a further report be made to Council.**

ii) Wallflower Avenue – Small strip of land to the rear of the Property

A copy of the above request had been circulated to all Members for consideration. Details of previous similar request were outlined for Members and whilst not opposing any sale, wished to have further detail on the request ie what the land was to be used for.

**RECOMMENDED the Horticultural Supervisor contact Northumbrian Water with regard to current drainage issues and speak to the resident to clarify what his intentions were with the land. FURTHER RECOMMENDED a further report be awaited.**

110. PARKING – LOWHILLS ROAD

The Chairman advised of a recent incident in which he had received verbal abuse from a member of the public with regard to illegal parking. Another Councillor had also experienced similar verbal abuse from the same person on a previous occasion.

**RECOMMENDED:-**

- i) in future Members ring the Police/PCSO's to report this type of situation,**
- ii) the Horticultural Supervisor make investigations as to the identified person, and the necessary action be taken.**