

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE PARKS &
CEMETERY COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL

ON MONDAY 16TH JANUARY 2017 AT 6.30PM

PRESENT: COUN M A CARTWRIGHT (CHAIR)

Mesdames: L M Wood, S McDonnell, K Liddell, K Hawley
& S Simpson

Messrs: C J Metcalfe, J Alvey, G L Carne, R J Curtis,
C Watkins, S Miles, W M Jeffrey, C Robbins, L Cook,
R Kyle & A Watson

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

52. APOLOGIES FOR ABSENCE

Apologies had been submitted and accepted from Councillor G Cowie, H Bennett MBE & D Sillito.

RECOMMENDED the Council approve the reasons submitted for absence received from Councillors, and their apologies for absence be recorded.

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

54. MONTHLY PROGRESS REPORT OF THE HORTICULTURAL SUPERVISOR

Members considered the progress report giving details of Shotton Hall, Leisure Gardens, Eden Lane, Peterlee Rugby Club & Summer Bedding Schemes. In considering the summer bedding schemes a Local Member spoke about his desire to see wildflower beds around the Town and

there was a discussion on the current areas that were being planted with wildflowers and the possibility of extending this further to other areas. The Parks & Horticulture Supervisor explained that wild flowers had some specific needs in terms of locations, soil types etc and that proper consideration should be given before making a decision on future wild flower locations. It was asked if the appropriate Officer from DCC who takes the lead on the planting of wild flower bedding schemes be invited to a future meeting.

RECOMMENDED the information contained with in the progress report be noted. FURTHER RECOMMENDED an invite be extended to an appropriate DCC Officer to come along to a future meeting to discuss wild flower planting with the Town Council.

PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM
COUNCILLORS C J METCALFE, J ALVEY AND W M JEFFREY
DECLARED AN INTEREST.

55. UPDATE ON MANAGEMENT ARRANGEMENTS FOR PETERLEE
LEISURE GARDEN SITES

Members considered the report of the Town Clerk, a copy of which had been previously circulated to each member, which provided an update on progress with management arrangements for the Lowhills Road and Thorntree Gill leisure gardens sites.

Members discussed a number of issues relating to the report, and acknowledged that the Thorntree Gill Leisure Gardens had formed a constituted committee and submitted various documentation including accounts and minutes of their November 2016 AGM to the Council. Representatives from the Thorntree Gill site who were present at the meeting expressed concerns about the Council's proposal to collect rents directly for the Thorntree Gill site, and asked that the Committee be allowed to do this themselves, making the appropriate payments to the Council for site rents and water bills when due.

Following a long discussion, Members agreed to this request and noted that if and when a properly constituted committee was established at Lowhills Road, a similar arrangement could be put in place at that site for future years.

Members also discussed the wider issues of the ongoing management of the Council's leisure gardens and the role of the local committees. The

Town Clerk advised that the Council's Internal Auditors had completed a review of the Council's arrangements for the leisure gardens service and that the DCC Audit and Fraud Manager was due to report his findings to the Town Council's Finance & General Purposes meeting in February 2017. The Clerk advised that decisions on future management arrangements be postponed until that report and recommendations had been received by the Council.

RECOMMENDED the contents of the report be noted and:-

- 1) the Council await the internal audit report on Leisure Gardens in February 2017, and to monitor the implementation of the report's action plan once agreed;**
- 2) agree that the Leisure Garden rent level is set at £45 per plot (£22.50 per half plot) on both sites for the 2017/18 financial year, and the principle of making surplus balances from the rent collected available to the local committees for investment in their locally-agree priorities for their sites. (Further detail on this process to be agreed by this Committee at a future date); and**
- 3) Thorntree Gill site collect their own rents and the Council issue an invoice to them for payment of the rent and water bills as appropriate; the Council to collect the rents from Lowhills Road plot holders directly;**
- 4) agree that the Town Council formally withdraws permission for the operation of the shop at the Lowhills Road site, with the Town Clerk granted plenary powers to arrange for the closure of the shop on that site as soon as practicable.**

56. NUMBER OF BURIALS

Members were circulated with the number of burials carried out at the Eden Lane cemetery since 1992 to date, on a year by year basis.

RECOMMENDED the information given be noted.

57. BANDS FOR THE SHOW

This item had been referred from the Finance Meeting held on Monday 9th January 2017 and then the Show Working Party held on Monday 16th January 2017 to agree the Bands to perform at this year's Event.

RECOMMENDED the line up to be as follows at a total cost of £4,150 and plenary powers be granted for these bands to be booked immediately:-

**One Man Revival
The Wish
Bon Jovi Forever
Gangsters of Ska
Flash Queen**

58. PROVISION OF SALT BINS – REQUEST MADE BY A LOCAL RESIDENT TO DCC

This item had been submitted by Councillor A Watson, and a copy of the residents request made to DCC was circulated to each Member, along with the reply received. Members felt that this was a location that would benefit from a grit being located there and there was discussion on the current location of Town Council and DCC grit bins around the Town.

RECOMMENDED:-

- (i) **The Horticultural Supervisor present the current list of grit bins to the next meeting for Member’s consideration, and,**
- (ii) **The Town Council use its existing resources to provide a grit bin on the junction of Eastfield /Eastdene adjacent to the speed hump.**

59. DRAFT BUDGET 2017/18

Members were circulated with a copy of the report of the Town Clerk are asked to note the contents of the report and provide feedback. There was discussion about the use of reserves and the Town Clerk confirmed that a use of reserves policy was being developed at the Scrutiny Committee and he hoped to present this to the Council for approval before the close of this financial year.

RECOMMENDED the draft budget be approved and the final draft budget be presented to Council on 23rd January 2017 for approval.