

THE MINUTES OF THE SHOTTON HALL SUB COMMITTEE  
HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE  
ON TUESDAY 9<sup>TH</sup> FEBRUARY 2010

PRESENT: COUN G COWIE (CHAIR)

Messrs: W M Jeffrey, R Curtis, D Langan,  
C J Metcalfe, R Huitson & C Austin

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

1. ELECTION OF CHAIR & VICE CHAIR

**RECOMMENDED that Councillor G Cowie be appointed as Chairman and Councillor R Curtis be appointed Vice Chairman of this Sub Committee for the ensuing year.**

2. APOLOGIES FOR ABSENCE

No apologies for absence were submitted.

3. 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.

4. TO DISCUSS THE PROPOSED RELOCATION OF PETERLEE REGISTER OFFICE

The Town Clerk advised Members that the Durham County Council Officer dealing with this project was unable to attend the meeting due to a family bereavement. This report, however, had been circulated to all Members for consideration and indicated in detail the extent of the proposed works. In particular, the Town Clerk drew attention to the works proposed in the Reception Area entrance, the Ante Chamber, Heritage Room and Meeting Rooms 1 & 2 and external works.

During discussions the following were hi-lighted:- 1) that it would be beneficial if a push plate could be fitted to the external main Reception doors; 2) the need to record electricity use during the works; and 3) identification of the proposed compound area.

The Facilities Manager said he had given much consideration to the pros and cons of the proposal, and he was of the opinion that this was very much in the Town Council's interest to pursue this proposal.

**RECOMMENDED that the information given, be noted, and the Town Council encourage the Registration Service to proceed at it's earliest opportunity.**

5. REGISTRAR'S OFFICE – GUIDE TO WEDDING VENUES

The Town Clerk gave Members details of the above advertising opportunity.

**RECOMMENDED that an advertisement be placed in the above Guide at a cost of £300+vat per annum, with Ad-vise Uk Ltd, Wedding Publication Specialists of Lancashire.**