

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE PETERLEE SHOW
COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL,
PETERLEE

ON THURSDAY 21ST JULY 2011

PRESENT: COUN W M JEFFREY (CHAIR)

Mesdames: L Wood, M Milsom, S McDonnell
& J I Measor

Messrs: R Kyle, R Curtis, C Austin, J Alvey,
D Milsom, G Cowie, C J Metcalfe

Reps: Miss D Coates (Arts & Crafts)
Mr L Wilkinson (Archery)
Mr S Walton (Round Table)
Mr A Pennell (St Johns & Radio Club)

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

9. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Mrs V Price, Councillors J Hardy, J Black, H Bennett MBE and C Robbins.

10. THE MINUTES OF THE LAST MEETING, a copy of which had been circulated to each Member, were adopted, subject to Mrs V Price as being shown as in attendance.

11. THE SHOW CO-ORDINATOR'S PROGRESS REPORT

A copy of the Co-Ordinator's Report had been circulated to Members, giving up to date progress on the following events:-

PROGRESS

Members are advised that progress for the Show is as follows:

Glass bottles – it was discussed at the Health & Safety meeting on Monday 27th June that no glass bottles or drinking glasses should be allowed on the Show field for the duration of the Band/Stage entertainment. This had been printed in the Show brochure and there would also be notices display all around the Show field. The security booked for the weekend would also have to ask people on entering the area and inform them of this. Extra security had not been engaged to provide this service as yet and a meeting was to be held with the Police. Sun FM were also to include this in the advertising on the radio and also on the website.

Pavilion - A meeting was held with the Show Co-ordinator, Town Clerk, Show Chairman, Parks Supervisor and the Facilities Assistants on Tuesday 12th July 2011. The following points were discussed and agreed:-

- a. Changing rooms to be used as last year, rooms 1 & 2 for staff and storage, others for bands and entertainment if needed. Any keys to be signed in and out as per Pavilion policy.
- b. Café area to be used for volunteers, tea and coffees, also would be open for the sale of teas and coffees to the public. All volunteers will be given coloured vouchers to show to the staff for complimentary tea and coffee.
 - From 17.00pm onwards the café area would be used as a bar selling plastic bottles and cans of soft drinks and alcohol, all products for sale had been agreed with the Assistant Facilities Manager and Show Co-ordinator. Both bars upstairs would also only sell all bottled drinks in plastic bottles. The Brian Joyce room to be used as family entertainment on Saturday, taster exercise sessions on Sunday. Times of activities for both days will be on display in the Pavilion and also on a flyer which will be inserted into the Show Brochure for over the weekend.
 - The William Jeffrey Room to be used for civics and dignitaries, all to be attended to by the Pavilion staff.

- There would be a full staff meeting held at the Pavilion for all bar staff, each member of staff will be given roles and responsibilities for over the weekend to ensure a smooth running in each area. A staff rota will be drawn up and also discussed for the full weekend to ensure the right amount of staff were working. All staff to have an understanding of what's on over the weekend to be able to answer any questions from the public on the Show.
 - Both Assistant Facilities Managers to oversee all staff over the weekend to ensure all requests are met and all guests are looked after.
- (iii) Food Vouchers – All volunteers were requested to advise the Co Ordinator for the number of food vouchers required for the Show Weekend. All vouchers would be issued out over the weekend. There was to be no buffet provided in the Pavilion, only tea and coffee.
- iv) Sun FM – a meeting would be held on Tuesday 19th July with Sun FM, for an update and also to find out how many application forms have been received for the Xtra factor as closing date for this is Friday 22nd July.
30 entry forms had been received and a further meeting was to be held following the closing date. Consideration was given to if entries would be accepted on the day and there was a discussion on the rules that were to be applied.
- v) Brochure Update – the Show Brochures had been delivered to Schools on Monday 18th July, to ensure all children receive one to take home before the end of term.
- vi) It's a Knockout
It was reported that there were 8 Teams wishing to take part in this event.

RECOMMENDED that the information given in the progress report, be noted. FURTHER RECOMMENDED that all entries for the Xtra Factor had to be made in advance and by the closing date and no performers would be accepted on the day.

12. INDIVIDUAL EVENTS ORGANISER'S VERBAL PROGRESS REPORTS

a) Round Table – Show Programme

The Representative advised that the guides had been produced and he offered his thanks to the Co Ordinator.

RECOMMENDED that the information given, be noted.

b) Parade

The Parade Marshall advised that there were no problems with the Parade to date. The Deputy Parade Marshall requested clarification as to his location on the show field. It was confirmed that there would be a further meeting before the event when the numbers taking part were known and a plan would be produced and places allocated for volunteers.

The Deputy Parade Marshall asked to be included on the planning meeting to be held prior to the Show, and an assurance was given by the Co-Ordinator that he would be.

RECOMMENDED that the information given, be noted.

c) St. Johns Ambulance/Radio Club

The Representative advised that there were no problems to report and a wooden floor was requested by the radio hams. Clarification on the rules for joint use of the cabin by security and St Johns was requested and the Organiser confirmed this would be fully discussed in the briefing of the security cover when they arrived onsite for the event.

RECOMMENDED that the information given, be noted.

d) Horticultural Show

The Organiser reported that he was to issue the schedules at various shows around the North East and to all that took part last year. He was still seeking sponsorship and he gave details on the way the prizes were to be allocated with first prize being cash and second and third prizes being vouchers and increased.

RECOMMENDED that the information given, be noted.

e) Arts & Crafts

The Organiser advised that everything was in order but more arts and crafts bookings were invited. It was suggested that the Help Desk at Durham County be contacted for details for their exhibitors and contact be made with those that had not re booked to come along this year to ask why.

RECOMMENDED that actions be taken as suggested.

f) Fun Run & Dog Show

The judge was in place and rosettes had been ordered. Forms had been posted out for the Fun Run and there had been several enquiries.

RECOMMENDED that the information given, be noted.

13. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC

IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEM 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.

14. SHOW ORGANISER'S REPORT

Consideration was given to the report which included the following items:-

DONATIONS

Councillor Susan McDonnell had kindly donated £100.00 towards the Horticultural Show.

PARADE

Mobile Mini had kindly sponsored the Parade for the amount of £100.00.

RECOMMENDED that the information given, be noted.

FUNFAIR

A meeting was held on Thursday 14th July 2011 with Coin Noble to discuss items relating to rent, Funfair rises, prices etc and details were given on the agreement reached.

The rent review was to be checked by Colin and the Co-ordinator as to the agreed years it would be reviewed from the last review being 2009.

Nobles would still like a contract from Peterlee Town Council regarding the Annual Show and them providing the Funfair and a draft was to be forwarded for consideration.

RECOMMENDED the monies raised from the vouchers for the fun fair be income against the event; the rent review and contract details be considered at a future meeting.

MINUTES OF THE COUNCIL MEETING OF THE 18TH JULY 2011

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 18TH JULY 2011

PRESENT: J HARDY (CHAIR)

Mesdames: S McDonnell, L Wood & S McDonnell

Messrs: T A Jones, D Milsom, C Austin, C J Metcalfe, C Robbins, W M Jeffrey, J Alvey, D Langan, G Cowie, C Watkins, R Kyle, E W Hall & R Huitson

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

PRIOR TO THE MEETING, A 15 MINUTE “OPEN SESSION” WAS HELD TO ALLOW MEMBERS OF THE PUBLIC AN OPPORTUNITY TO PUT QUESTIONS TO THE COUNCIL.

AT THIS POINT 37 MEMBERS OF PETERLEE CRICKET CLUB CAME INTO THE MEETING WITH BOB GARAGHAN AS THEIR SPOKESPERSON.

Points made at the meeting included:-

The turn out demonstrated the interest shown by its members in coming along to represent their Club;

Theirs was a social club and a “not for profit” enterprise and they felt there had been significant and in their opinion necessary delays with staff being made redundant and significant loss of revenue;

The fire was behind the smoking shelter and not in the smoking shelter structure and the shelter had not required planning permission;

They are not in competition to the Pavilion, they are a small organization;

They pay rates for the cricket square and they needed to reach an amicable solution to the 2012 rent review. They felt it was unacceptable that the Council had asked for membership details of the Club;

The Metropolis Act was relevant to the case and they were surprised the Town Council had lost its copy of the lease;

They did support the cricket and sponsored football teams.

In summary they asked for the Club to be reinstated as soon as reasonably practicable. They wanted the Club to re open and they wished the Town Council to consider this question “When would the Club be re-opening”, this was the question they wanted an answer to.

The Mayor thanked the representatives for their attendance.

56. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted on behalf of H Bennett, MBE on holiday & J I Measor, (school business).

57. POLICE – UPDATE

The Chairman welcomed PCSO’s Jepson and Willis to the meeting.

The Beat Officers present at the meeting gave updates on issues raised at previous meetings.

The Leader gave the following issues for attention:-

- Parking on grass verges at Shotton Hall School
- Inconsiderate parking at Basingstoke Road
- Corner of Fulwell Road/manor Way – parking on the corner causing a dangerous blind spot
- Off road motorbikes causing a danger to sports players at

Helford Road

- Problems with Youths at Helford Road
- Positive news with the work of the Park Rangers however continuing issues at Woodhouse Park
- Leisure Gardens – problems at Lowhills Road robberies
- Taxi drivers inconsiderate driving practices.

RESOLVED that the information given be noted.

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

59. THE REPORT OF THE MAYOR'S COMMITTEE OF THE 20TH JUNE 2011 a copy of which had been circulated to each Member, was circulated.

RESOLVED civic boundaries be retained as they were at present.

60. THE REPORT OF THE JOINT HEALTH & SAFETY CONSULTATIVE COMMITTEE OF THE 27TH JUNE 2011 a copy of which had been circulated to each Member, was circulated.

61. THE REPORT OF THE HELFORD ROAD WORKING PARTY OF THE 30TH JUNE 2011 a copy of which had been circulated to each Member, was circulated. Mention was made on the matter of Architectural Services following the death of Mr T Burns of Burns Architects.

62. THE REPORT OF THE SHOW MEETING OF THE 30TH JUNE 2011 a copy of which had been circulated to each Member, was circulated.

63. THE REPORT OF THE SHOTTON HALL SUB SUB COMMITTEE OF THE 1ST JULY 2011 a copy of which had been circulated to each Member, was circulated.

64. THE REPORT OF THE FINANCE & GENERAL PURPOSES COMMITTEE OF THE 4TH JULY 2011 a copy of which had been circulated to each Member, was circulated.

Matters Arising

- (i) Minute Number 20 – Nominations for CDALC Executive Committee & Motions for Discussion

RESOLVED no nominations be made to the executive but a motion be submitted on double taxation.

- (ii) Minute Number 24 – Peterlee - Town Centre Clock

Further to discussions it had been reported the frame housing the bell for the clock was in a serious condition and a site visit had been held.

RESOLVED a report be commissioned from the engineers that maintained the clock and prices be obtained for the two options that were open to the Town Council, to either repair the “A” frame holding the bell for the clock or alternatively to take the bell down and have no chime for the clock.

65. THE REPORT OF THE PLANNING COMMITTEE OF THE 4TH JULY 2011 a copy of which had been circulated to each Member, was circulated.

66. THE REPORT OF THE ESTABLISHMENT COMMITTEE OF THE 4TH JULY 2011 a copy of which had been circulated to each Member, was circulated.

Matters Arising

- Minute Number 15 – Closure of Peterlee Newtown Football Club

It was reported that several Councillors had been verbally abused by some of the former users of the bar at this Club. It was stressed that although the bar had been closed the Football Club and the building was still operating.

RESOLVED that the information given be noted.

67. THE REPORT OF THE PAVILION MANAGEMENT BOARD OF THE 5TH JULY 2011 a copy of which had been circulated to each

Member, was circulated. It was requested that copies of the bar usage be circulated to Members for their information.

68. THE REPORT OF THE CLERK'S ADVISORY COMMITTEE OF THE 11TH JULY 2011 a copy of which had been circulated to each Member, was circulated.

Matters Arising

- (i) Minute Number 17 (i) Passfield & District Community Association

It was reported further prices had been received for Pom Poms for use in their display at the Show.

RESOLVED that consideration of this request for financial assistance this be referred to the next meeting.

69. THE REPORT OF THE PARKS & CEMETERY COMMITTEE OF THE 11TH JULY 2011 a copy of which had been circulated to each Member, was circulated.

Lowhills Road Bowls Presentation – Open Pairs Match

RESOLVED a donation of £250.00 be made towards the open pairs competition.

70. THE REPORT OF THE SPECIAL COUNCIL MEETING OF THE 18TH JULY 2011 a copy of which had been circulated to each Member, was circulated.

71. REVIEW OF POLLING DISTRICTS & POLLING PLACES

RESOLVED a comment be made at the long walk to the access to the polling booth at the new college site and a suggestion be made that a room be used closer to an entrance. It was also suggestion that on line voting should be promoted.

72. LEADER'S REPORT

The Leader gave his report which included the following items:-

MINUTES OF THE COUNCIL MEETING OF THE 18TH JULY 2011

- Cricket Club – it was interesting to see members come along to the meeting and he did not believe he had ever passed comment on the membership of the club;
- Minutes and exempt information, Code of Conduct and the Standards Board – he reminded Members of the protocols and behavior expected of both Officers and Members and he felt this needed to be made very clear and discussed in detail at a future meeting;
- AAP – Members had been circulated with a report detailing how the money had been spent and on what schemes;
- Town Centre Car parking charges – he was concerned that charges would drive shoppers away from the Town and he understood Graham Morris had taken this issue up;

RESOLVED that:-

- (i) a report be prepared by the Clerk on the Code of Conduct and the Nolan Principles and this be considered at a Special Meeting;**
- (ii) the remainder of the report be noted.**

PETERLEE TOWN COUNCIL

THE MINUTES OF THE MAYOR'S COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL,
PETERLEE

ON MONDAY 18th JULY 2011

PRESENT: COUN S McDONNELL (CHAIR)

Mesdames: J Black & L Wood

Messrs: C Robbins, J Hardy, W M Jeffrey, C
Watkins, C Austin, J Alvey, G Cowie, D Langan, T A
Jones & C J Metcalfe

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

9. APOLOGIES FOR ABSENCE

Apologies for absence had been submitted and accepted on behalf of Councillors J I Measor, R Kyle & H Bennett MBE.

RECOMMENDED that the information given, be noted.

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

11. MAYORESS AT HOME – THURSDAY 28TH JULY 2011

Members were circulated with details of this event which included a table magician, attendance by the Town Band and a cheekie sweetie candy buffet table, along with the usual cream tea being served.

RECOMMENDED that the information given be noted.

12. MAYOR'S CHARITY NIGHT – THURSDAY 15TH SEPTEMBER 2011, SHOTTON COMRADES, "BEARDSMITH"

Details were given to Members of this Charity Night, where tickets were available at a cost of £2.00.

RECOMMENDED that the information given be noted.

13. CIVIC BOUNDARY

Members were asked to give their consideration to the current civic boundary and to the Parishes/Towns that were invited to civic and charity events. Following a full discussion it was **RECOMMENDED that the boundaries currently in place remain and not be altered to include any further Parishes.**

14. MAYOR'S CHARITY BALL – FRIDAY 4TH NOVEMBER 2011

The Mayor advised that the piper that had played at the civic service had offered to perform at the Civic Ball in piping in the procession at the start of the evening, at no cost.

The Mayor asked for consideration of the piper and his partner to be invited to the ball. Members were agreeable to this suggestion and **RECOMMENDED that this be left to the Mayor's discretion.**

15. MAYOR'S CHARITY AUCTION EVENING - SEAHAM TOWN COUNCIL, SEAHAM HALL HOTEL, FRIDAY 21ST OCTOBER 2011

The Mayor advised that he had received an invitation to attend this event that was to be held in memory of Ronnie Ramshaw. The ticket price was given for Member's consideration and the Mayor offered to pay 50% of the cost. Members felt that this was not necessary and were happy to support this event as an exception.

RECOMMENDED the Mayor be given approval to attend this function.