

PETERLEE TOWN COUNCIL

MINUTES OF MEETING OF THE TOWN COUNCIL HELD
IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE
ON MONDAY 21ST MARCH 2011

PRESENT: COUN L WOOD (CHAIR)

Mesdames: M Milsom and J Black

Messrs: R Kyle, T A Jones, J Alvey,
H Bennett MBE, J Hardy, C Watkins,
R Jones, D Langan, G Cowie, C J Metcalfe,
C Robbins, R Huitson, D Milsom, C Austin

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

Prior to the meeting Mr Lambert of the Office of National Statistics gave a short presentation on the census. He advised that national census day is the 27th March and census staff would be visiting those householders who do not complete their census. It was reported in the longer term failure to complete the census information could lead to a £1,000 fine. He asked Councillors to let residents know what the doorstep procedure was, as staff do not normally need access into peoples' property.

A Local Member suggested it may have been better to get this information across to the public via the press or television.

RESOLVED that the information given, be noted.

217. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted on behalf of Councillors W M Jeffrey (knee operation) S McDowell (Achilles problem) and E Hall (stroke).

218. POLICE UPDATE

The Chairman welcomed PC Kelly Taylor and Gordon Brown who gave details of the crime statistics since the last meeting.

RESOLVED that the information given be noted.

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

220. THE REPORT OF THE MAYORS COMMITTEE OF THE 21ST FEBRUARY 2011, a copy of which had been circulated to each Member, was agreed.

221. THE REPORT OF THE SHOW COMMITTEE OF THE 24TH FEBRUARY 2011, a copy of which had been circulated to each Member, was agreed.

222. THE REPORT OF THE HEALTH AND SAFETY COMMITTEE OF THE 28TH FEBRUARY, 2011, a copy of which had been circulated to each Member, was agreed.

Matters Arising

Minute No 23 (a) – Youth at Woodhouse Park

The Town Clerk confirmed this was an unsupervised facility, and the appropriate signage was in place advising of this fact. It was confirmed checks were made to ensure the required signage was always in place.

RESOLVED that the information given be noted.

223. THE REPORT OF THE SPECIAL COUNCIL MEETING OF THE 1ST MARCH 2011, a copy of which had been circulated to each Member, was agreed subject to Councillor J Alvey being correctly shown in attendance.

224. THE REPORT OF THE SHOW WORKING PARTY OF THE 2ND MARCH 2011, a copy of which had been circulated to each Member, was agreed.

225. THE REPORT OF THE FINANCE AND GENERAL PURPOSES COMMITTEE OF THE 7TH MARCH 2011, a copy of which had been circulated to each Member were agreed.

Matters Arising

(i) Minute No 174 – Stocktake Summary Sheets

RESOLVED that the Stocktake Reports be accepted and quotes be sought for itemised tills.

(ii) Minute No 176 – Close of Year End Accounts 2010/11

RESOLVED that RBS Solutions be engaged for the closure of the Accounts for 2010/11 and this matter be reviewed for the closure of the 2011/12 accounts.

(iii) Minute No 177 – Peterlee Newtown Football Club

RESOLVED that the representative from the Council's current beer and lager supplier be asked to address the appropriate committee on any improved offer which could be made to the Council.

226. THE REPORT OF THE PLANNING COMMITTEE OF THE 7TH MARCH 2011 a copy of which had been circulated to each Member, were agreed.

227. THE REPORT OF THE ESTABLISHMENT COMMITTEE OF THE 7TH MARCH 2011, a copy of which had been circulated to each Member, was agreed.

Matters Arising

(i) Minute No 90 – Appointment of Town Clerk – Management during interim period

RESOLVED that the following staff be appointed temporarily to the following positions on the appropriate honorarium until the new Town Clerk takes up his/her position:-

Acting Town Clerk – Mrs K Tweddle

Acting Deputy Town Clerk – Miss W Jeffrey

Acting Mayor's Secretary – Mrs K McMenam

(ii) Minute No 91 – Staffing Restructure

RESOLVED that the appropriately worded letter be forwarded to staff on the review of services after consultation with Ellis Whittam the Councils Human Resource Advisors.

228. THE REPORT OF THE PAVILION MANAGEMENT BOARD OF THE 8TH MARCH, a copy of which had been circulated to each Member, was agreed.

Matters Arising

In connection with Minute No 12(ii), the Town Clerk confirmed that a letter and plan had been forwarded to Durham County Council requesting to lease land for pitch development at Helford Road.

RESOLVED that a reply be awaited.

229. THE REPORT OF THE CLERKS ADVISORY COMMITTEE OF THE 14TH MARCH 2011, a copy of which had been circulated to each Member was agreed.

230. THE REPORT OF THE PARK AND CEMETERY COMMITTEE OF THE 14TH MARCH 2011, a copy of which had been circulated to each Member, was agreed.

Matters Arising

Minute No 118 – Drainage Problem at the Ponyfields, Seascape School

The Town Clerk updated Members on the attempts of the County Council to find funding to resolve this issue, and his recent meeting with their architects.

RESOLVED that the information given be noted and urgent progress awaited.

231. THE PAVILION, HELFORD ROAD, PETERLEE – CCTV UPDATE

RESOLVED this matter receive further consideration at the April meeting.

232. PLANNING APPLICATIONS

In addition to the two applications detailed in the agenda, the Town Clerk also reported receipt of two letters from Durham County Council advising that amended plans for the development of the former East Durham College Site (Tesco Stores Ltd) and a foodstore /car parking in Castle Dene Shopping Centre (Salford Estates No 2 Ltd) were available for comment.

RESOLVED that no objections or comments be made to these applications.

233. STOCK TAKER'S REPORT

Copies of the stock taker's reports for all of the Town Council's licensed premises had been circulated to each Member for consideration.

RESOLVED that the stock taker's reports be accepted.

234. 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.

235. LEASE OF ROOMS AT HILL RIGG HOUSE BY THE PRINCES' TRUST

The Facilities Manager, (Hill Rigg House) had prepared and circulated for Member's approval a report on this matter.

RESOLVED that a lease/licence be granted to the Princes' Trust for the use of Hill Rigg house, on the terms and conditions set out in the report.

236. M.D.A. PUBLIC RELATIONS

RESOLVED that MDA Public Relations be invited to attend the Planning Committee to be held on 4th April at 7.00pm prior to the Finance and General Purposes Committee and Establishment Committees.

237. THE REPORT OF THE SHOW WORKING PARTY HELD ON 16TH FEBRUARY, 2011, a copy of which had been circulated to each Member was agreed.

238. HELFORD ROAD MANAGEMENT BOARD – APRIL MEETING

RESOLVED that the April Meeting of the Management Board be held on Wednesday, 6th April 2010.

239. REVIEW OF AREA ACTION PARTNERSHIP

The Town Clerk reported receipt of a letter from Councillor J Armstrong giving notice that a Working Party had been established to review Durham County Council's Area Action Partnerships. The Working Party would be collecting evidence from Parish and Town Councils as corporate bodies as well as individual Councillors.

RESOLVED that the information given be noted and progress with the Review awaited.

240. FUTURE JOB FUNDS – TRAINEE PLACEMENTS

The Town Council had been requested if it could find £6,000 to continue this scheme. This would be match funded by the County Council.

RESOLVED that the County Council be advised that at this current time the Town Council did not have this funding available to it to assist with this match funding.

241. DEPUTY LEADER'S REPORT

The Deputy Leader gave his report which covered the following items:-

1. Hours Worked by Casual Staff Report

The Deputy Leader requested that the report on "Hours Worked by Casual Staff" normally submitted to the Establishment Committee be amended to give the names of the casual staff involved.

RESOLVED that this be included in future reports.

2. Retirement of Town Clerk

The Deputy Leader asked Town Councillors to stand and show their appreciation to the Town Clerk for his work over the last fifteen years with the Town Council.

RESOLVED that this appreciation be recorded.

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