

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 17TH OCTOBER 2011

PRESENT: J HARDY (CHAIR)

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

Messrs: R Kyle, T A Jones, J Alvey, H Bennett MBE,
W M Jeffrey, C Watkins, D Langan, G Cowie, C J
Metcalf, 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, A 15 MINUTE “OPEN SESSION” WAS
HELD TO ALLOW MEMBERS OF THE PUBLIC AN OPPORTUNITY
TO PUT QUESTIONS TO THE COUNCIL.

99. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted from Councillor
C Robbins, (on holiday), R W Jones, (wife ill) and E W Hall, (ill).

100. POLICE -UPDATE

The Chairman welcomed PC Steve Rowe and PCSO Kelly Taylor
along with Lynsey Cartwright, Neighbourhood Warden. The statistics
for the month since the last meeting were given for Member’s
information. He asked Councillors to warn residents to be extra

vigilant during the dark nights and to avoid opportunistic crime by leaving doors unlocked. PC Rowe also reported on problems with drive offs at petrol station and reports on noisy pubs.

The Leader raised the following issues on behalf of Members:-
He requested a report from site visit on Durham Way, Wednesday 12th October 2011 between Police and a Local Town Councillor Member for the Passfield Ward. The Local PCSO was **under the impression that once the work had finished with the layby and exit from the school that double yellow lines were to be placed in the area.**

- The Police reported that confirmation had been sought from Traffic Management on this matter;
- Progress requested on the parking issues at Basingstoke Road;
- Cars being sold privately but parked on public grassed areas around the Town causing a distraction to motorists;
- Parking outside Gala Bingo. It was reported there had been an incident on Thursday 6th October 2011 at 9.15pm when an ambulance with blue light flashing and a Police car had difficulty in getting to an emergency because of cars parking outside the bingo and it was asked if the Police had reported this as an issue. It was confirmed by the Police that they had not followed up the issue;
- Taxi drivers were jumping the traffic lights at the junction of Horden next to the taxi office;
- Concern was expressed over an incident where council workers had found a seemingly unconscious person in the cemetery. It had been difficult to get an immediate response from the Police. It was suggested by the Police that it might be useful to designate one council employee as a “Community Information Source” who would become a single point of contact and this would assist in this type of situation.

It was confirmed the matter of the car parked up in the Sunny Blunts area had been referred to the DVLA for action.

Inspector Coxen was hoping to get around more parish council meetings as often as he could, but in the meantime he was hosting an on line forum and would be available for around one hour at a time to answer questions from the general public and it was felt that this was

a positive way for people to ask questions and give feedback to the Police. He would however be trying to visit parishes again over the next few months.

RESOLVED that the information given be noted, and the Police be thanked for their attendance at the meeting and requested to follow up any issues raised.

101. THE MINUTES OF THE SHOW WORKING PARTY OF THE 15TH SEPTEMBER 2011 a copy of which had been circulated to each Member, were agreed, subject to the item relating to “There were no Council Members on the Town Council display stand”, being removed from the minutes as this was incorrect.

RESOLVED that these amendments be made.

102. THE MINUTES OF THE COUNCIL MEETING OF THE 19TH SEPTEMBER 2011 a copy of which had been circulated to each Member, were agreed, subject to it being shown that Councillor Hardy was in the Chair. Minute Number 89 was also to be amended to read “it was noted that other Members had items that needed clarification”.

RESOLVED that these amendments be made.

103. THE MINUTES OF THE MAYOR’S COMMITTEE OF THE 19TH SEPTEMBER 2011 a copy of which had been circulated to each Member, were agreed.

104. THE MINUTES OF THE SPECIAL COUNCIL MEETING OF THE 20TH SEPTEMBER 2011 a copy of which had been circulated to each Member, were agreed.

105. THE MINUTES OF THE JOINT HEALTH & SAFETY CONSULTATIVE COMMITTEE OF THE 26TH SEPTEMBER

MINUTES OF THE COUNCIL MEETING OF THE 17TH OCTOBER 2011

2011 a copy of which had been circulated to each Member, were agreed, subject to Councillor Alvey only being recorded once.

106. THE MINUTES OF THE SPECIAL COUNCIL MEETING OF THE 26TH SEPTEMBER 2011 a copy of which had been circulated to each Member, were agreed, subject to Councillor C J Metcalfe's apologies being recorded.

107. THE MINUTES OF THE SHOW MEETING OF THE 29TH SEPTEMBER 2011 a copy of which had been circulated to each Member, were agreed. It was **RESOLVED that consideration be given to the Show budget before the next meeting of the Show Working Party.**

108. THE MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE OF THE 3RD OCTOBER 2011 a copy of which had been circulated to each Member, were agreed.
Matters Arising
Minute Number 53 – Town Centre Clock
RESOLVED that a cost be obtained to remove the bell and a further report be made back to Members.

109. THE MINUTES OF THE PLANNING COMMITTEE OF THE 3RD OCTOBER 2011 a copy of which had been circulated to each Member, were agreed.

110. THE MINUTES OF THE ESTABLISHMENT COMMITTEE OF THE 3RD OCTOBER 2011 a copy of which had been circulated to each Member, were agreed.

111. THE MINUTES OF THE PAVILION MANAGEMENT BOARD OF THE 4TH OCTOBER 2011 a copy of which had been circulated to each Member, were agreed. There were several issues raised and it was **RESOLVED:-**

- (i) **two further columns be included on the bar taking sheets to include the number of staff and hours worked;**
- (ii) **for future events full costs be considered beforehand, a breakdown be prepared and a limit on the cost of bands be set prior to approval being given for the event to go ahead.**
- (ii) **the Pavilion Facilities Team take up the offer of working with Members who had expertise in this area to assist them for future bookings.**

112. THE MINUTES OF THE HELFORD ROAD WORKING PARTY OF THE 5TH OCTOBER 2011 a copy of which had been circulated to each Member, were agreed.

113. THE MINUTES OF THE SPECIAL CLERKS ADVISORY COMMITTEE OF THE 6TH OCTOBER 2011 a copy of which had been circulated to each Member, were agreed.

114. THE MINUTES OF THE CLERK'S ADVISORY COMMITTEE OF THE 10TH OCTOBER 2011 a copy of which had been circulated to each Member, were agreed.

Matters Arising

(i) Minute Number 32 – Lions Club International – Request to use Logo

The Deputy Town Clerk advised that she had spoken to a representative of the Club regarding their request to use the Town Council's logo on their web site.

RESOLVED that no permission be given for the logo to be used.

(ii) Minute Number 35 - Request For Concessionary Use of The Pavilion – Trust Lodge RAOB, Sunday Evenings

RESOLVED that free use be granted of a room in the Pavilion for a three month period and then this be reviewed.

(iii) Minute Number 36 – Breakfast with Santa

RESOLVED that due to the short notice, this event not be organized for this year, however this be re considered in time for next year.

115. THE MINUTES OF THE PARKS & CEMETERY COMMITTEE OF THE 10TH OCTOBER 2011 a copy of which had been circulated to each Member, were agreed.

Matters Arising

- (i) Minute Number 29 – Estimates of Income & Expenditure 2012/13 – To agree a date for the first meeting

RESOLVED arrangements be made for this meeting to be held on Wednesday 2nd November 2011 at 6.00pm.

- (ii) Minute Number 31 – DTA Consultancy Fees

RESOLVED that this payment be made.

116. LEADER'S REPORT

The Leader did not give a report as there were several items further to be discussed at the meeting. He did however make reference to three items:

- (i) A request received for concessionary use of the Harry Bennett Room in the Pavilion for the Apollo Pavilion Community Association AGM on the 1st November 2011.

RESOLVED that free use be agreed for this meeting.

- (ii) A meeting with Ian Dodds, Monday 31st October 2011, Shotton Hall

RESOLVED that the following Members were to come along to a meeting with Ian Dodds, Policy Manager, (North East), Local Intelligence Team, Cabinet Office, Office for Civil Society on the above date:-

Councillor H Bennett MBE, J Alvey, S McDonnell, C J Metcalfe and himself.

- (iii) AGM of East Durham Community Trust, Wednesday 19th October 2011 – Shotton Hall

RESOLVED any Members able to attend this meeting advise the Office as soon as possible.

117. CODE OF CONDUCT

The Town Clerk advised that the amendments to the Officer's Code had been taken into account and now meetings needed to be arranged with the Unions and staff.

RESOLVED that the progress be noted.

118. 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.

PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM COUNCILLOR C J METCALFE DECLARED AN INTEREST AND TOOK NO FURTHER PART IN THE DISCUSSION WHICH ENSUED.

119. APPEAL

The Town Clerk gave Members an update with this matter confirming that the appeal against dismissal by the former Facilities Manager, The Pavilion, had been dismissed.

RESOLVED that the information given, be noted.

120. THE CRICKET CLUB

The Town Clerk gave Members an update on this issue and of the Deed of Surrender and Settlement Agreement that had been drawn up between Peterlee Town Council and the remaining trustee, Mr Roy Simpson.

A vote of thanks was recorded for the work achieved by the Town Clerk with this matter.

RESOLVED that the information given be noted. **FURTHER RESOLVED** the future of this building be considered at a future meeting once the said deeds had been signed and exchanged and the building vacated.

121. STATEMENTS MADE BY USERS OF THE TOWN COUNCIL'S PUBLIC BUILDINGS

The Town Clerk gave Members details of recent incidents involving users of the Council's services and buildings making derogatory remarks about the Town Council. Following consideration it was **RESOLVED:-**

- (i) **the Police be contacted for their advice on such matters and how they should be dealt with;**
- (ii) **upon receipt of advice the Town Clerk be given authority to deal with these matters in the appropriate manner;**
- (iii) **the Town Clerk arrange for on site training for the Members and Officers on managing situations where there was the potential for confrontation or conflict;**
- (iv) **the Town Clerk be given authority to engage the services of North Country Leisure, at no cost initially, to give advice on the Pavilion.**

122. REVIEW OF ALL CONTRACTS AND SERVICES

The Town Clerk advised that following receipt of recommendations made in the Internal Auditor's Report on the Bar Services, she had changed the Council's stocktaker to a company named B & M Stocktakers.

RESOLVED that the action taken by the Clerk, be endorsed. **FURTHER RESOLVED** that a full review be made of all of the Town Council's contracts for services.