

MINUTES OF THE COUNCIL MEETING OF THE 16<sup>TH</sup> JULY 2012

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 16<sup>th</sup> JULY 2012

PRESENT: R KYLE (CHAIR)

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

Messrs: J Alvey, H Bennett MBE, J Hardy, W M Jeffrey, C Watkins, D Langan, C J Metcalfe, C Robbins, 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. THERE WERE NO MEMBERS OF THE PUBLIC PRESENT AT THE MEETING.

41. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted from Councillor G Cowie, (on holiday) and Councillor T A Jones, (unwell).

42. POLICE -UPDATE

The Chairman welcomed the two Officers to the meeting. The crime statistics for the month were given for Member’s information.

It was asked what was the damage at the Cemetery and it was commented that it had been agreed previously that the Horticultural Supervisor would make a regular list of areas of concern and furnish this to the Police to allow them to give feedback at the Council Meetings on Town Council issues. The Officers were unable to give the answer to a previous query on the number of calls received by them. Cars Parking next to their house and “jumping” the kerb was given as a particular issue and feedback was requested on the burning of bins. Details were given where vicious dogs were being used as a “tool” by individuals.

It was explained that the Police were trying to expand their Neighbourhood Watch Co Ordinators’ network as well as increasing Police patrols. The Police were trying to promote public confidence in them and to re assure the public in the various ways that they could make reports to the Police. It was reported there were two new PCSO’s for Peterlee making the total of four for the Town.

The Police asked for any other issues or for any PACT priorities Members may wish to be set. None were given.

**RESOLVED:-**

- (i) that the information given, be noted;**
- (ii) Inspector Coxen be contacted expressing the Town Council’s dissatisfaction with the report made at this meeting;**
- (iii) The Horticultural Supervisor be reminded of the task of contacting the Police on at least a monthly basis with reports so that feedback could be given at the monthly Council Meetings.**

43. THE LATE PETER HORROCKS

The Town Clerk advised that Mr Peter Horrocks had recently passed away. Peter had been a good friend and supporter of the Town Council and as a mark of respect it was agreed that the Allotment Section of the Garden Competition would not be held this year. A floral tribute had been sent to Peter’s widow Liz.

**RESOLVED that the action taken in this regard be endorsed.**

44. TO APPROVE THE MINUTES OF THE COUNCIL MEETING OF THE 25<sup>TH</sup> JUNE 2012 a copy of which had been circulated to each Member, were agreed.

45. THE REPORT OF THE MAYOR'S COMMITTEE OF THE 25<sup>TH</sup> JUNE 2012 a copy of which had been circulated to each Member, were agreed.

Matters Arising

(i) Minute Number 2 - Vice Chairmanship

Advice was given from CDALC on this issue. Members disagreed with this advice and Officer's advice, and it was **RESOLVED that Mrs J Taylor, the Mayor's daughter be nominated to the position of Vice Chairman of the Mayor's Committee. FURTHER RESOLVED that CDALC be advised of the ruling given in Section 102, paragraph 3 of the Local Government Act 1972.**

(ii) Minute Number 5 – Mayoress at Home

It was reported that tickets were available from Shotton Hall, and these could be sent by post if persons were unable to collect their ticket.

**RESOLVED the information given, be noted.**

46. THE REPORT OF THE HEALTH & SAFETY JOINT CONSULTATIVE COMMITTEE OF THE 25<sup>TH</sup> JUNE 2012 a copy of which had been circulated to each Member, were agreed.

Matters Arising

Minute Number 8 – Lone Working Update

It was asked if copies of the policy currently in practice in the various areas of operation be supplied. The Town Clerk assured that there would be both a strategic and operational risk register formulated and would include risks related to lone working. This would be fully considered at a future meeting of the Strategic Management Team and presented for Member's consideration.

**RESOLVED that progress with this matter be awaited.**

47. THE REPORT OF THE SHOW COMMITTEE OF THE 27<sup>TH</sup> JUNE 2012 a copy of which had been circulated to each Member, were agreed, it was noted that the meeting was not quorate.

48. THE MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE OF THE 2<sup>ND</sup> JULY 2012 a copy of which had been circulated to each Member, were agreed.

Matters Arising

(i) Minute Number 26 – Code of Conduct

**RESOLVED further consideration be given to the changes in the Code of Conduct and Code of Conduct training be arranged for Members and Officers.**

(ii) Minute Number 29 – Stock Reports

Progress was reported with producing a profit and loss account for both the Banqueting Suites and The Pavilion. The Town Clerk advised that she had met with the Town Council's software provider for its finance package and he was able to produce what was required from existing information available. This would be considered and discussed fully with Managers at a future Strategic Management Team. A comparative price for this task would also be obtained following a contact given by the Internal Auditor. She was also arranging for a citrix system to be installed so that all Managers were able to access their budget information, as opposed to the current system where only the Finance Officer has access to the financial data.

**RESOLVED progress be awaited.**

(iii) Minute Number 33 – Replacement Dance Floor – Shotton Hall

**RESOLVED this matter be considered at the next meeting of the Shotton Hall Sub Committee, and not be recorded as being discussed at this meeting.**

(iv) Progress updates on the Policy Document and Standing Orders

**RESOLVED a Special Meeting be held in September to consider these documents thoroughly.**

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49. THE MINUTES OF THE PAVILION MANAGEMENT BOARD OF THE 3<sup>RD</sup> JULY 2012 a copy of which had been circulated to each Member, were agreed, subject to Councillor Huitson not being recorded as in attendance.

Matters Arising

Minute Number 12

**RESOLVED details of the induction training provided for staff at Shotton Hall be circulated at the next Shotton Hall Sub Committee.**

50. THE MINUTES OF THE PLANNING COMMITTEE OF THE 9<sup>TH</sup> JULY 2012 a copy of which had been circulated to each Member, were agreed.

51. THE MINUTES OF THE ESTABLISHMENT COMMITTEE OF THE 9<sup>TH</sup> JULY 2012 a copy of which had been circulated to each Member, were agreed,

Matters Arising

(i) Minute Number 15 – Overtime Report – Sunday bookings

It was reported at Shotton Hall there were currently 15 Sundays booked from now until the end of the year; (10 for both rooms; 5 just one room).

**RESOLVED this be considered in more detail at the Shotton Hall Sub Committee.**

(ii) Minute Number 17 – Statement Defamation of Character

**RESOLVED a Special Council Meeting be held on Tuesday 24<sup>th</sup> July 2012 to consider this issue further.**

52. THE MINUTES OF THE PARKS & CEMETERY COMMITTEE OF THE 9<sup>TH</sup> JULY 2012 a copy of which had been circulated to each Member, were agreed,

53. CODE OF CONDUCT DECLARATION FORMS - UPDATE

Members were reminded that all forms needed to be returned for them to be sent to the Monitoring Officer by no later than 28<sup>th</sup> July 2012.

**RESOLVED the forms be returned to the Office.**

54. EAST DURHAM HOMES – COME ON BOARD!

Members were circulated with an invitation to join the Board of Directors at East Durham Homes.

**RESOLVED that the letter be noted.**

55. ACRE RIGG JUNIOR SCHOOL – FENCING WORKS

Consideration was given to information received from Durham County Council regarding a proposed erection of a fence to the perimeter of the school field at this Junior School and permissions requested from the Town Council for access to carry out these works.

**RESOLVED that the Town Clerk be granted authority to negotiate with Durham County Council regarding this permission.**

COUNCILLOR D LANGAN LEFT THE MEETING AT THIS POINT.

56. LEADER'S REPORT

The Leader gave his report covering the following items:-

- Localism or pulling the plug on Public Services? Consequences of austerity for practice in the North East – a presentation made at a recent meeting of the Commissioning Group for Durham and the Dales;
- procedures for dealing with any other business items;

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- Official opening of a new facility in the Northern Bus Company former ticket office.

**RESOLVED the information given be noted.**