

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 18<sup>TH</sup> AUGUST 2014

PRESENT:- COUN D MILSOM (CHAIR)

Mesdames:- K Liddell, S Simpson, C Baty, L M Wood, M Milsom & V Watson

Messrs:- D Sillito, W M Jeffrey, C Watkins, L Cook, R J Curtis, R Kyle, J Alvey, C J Metcalfe, C Robbins & A Watson

**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.

Mr Patterson, local resident, came along to the meeting to address Members and voice his opinions and observations about the pruning of trees next to his mother’s property. The Mayor welcomed Mr Patterson to the meeting and handed over to him. Mr Patterson had submitted a formal letter of complaint against the Town Council, a copy of which had been circulated to each member. Members considered the contents along with Mr Patterson’s representations.

**RESOLVED** priority be given to the area in question with the tree survey currently being undertaken for the trees in Shotton Hall grounds, and Officers keep in contact with Mr Patterson on progress with the matter.

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

38. APOLOGIES FOR ABSENCE

Apologies for absence had been submitted and accepted on behalf of Councillors J I Measor, (family issues), S Miles, (away on the Twinning Trip in Nordenham), G Cowie, (ill) and F Price, (ill).

Prior to commencement of the meeting Councillor A Watson gave formal notice that he may be recoding the open part of meetings on a hand held device.

39. POLICE - UPDATE

The Police were no present at the meeting. It reported an invitation had been extended to the Hackney Carriage/Licensing Officer and one of the Parking Enforcement Officers and they were to attend the next meeting.

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

40. THE MINUTES OF THE COUNCIL MEETING OF THE 21<sup>ST</sup> JULY 2014 a copy of which had been circulated to each Member, were approved.

Matters Arising

(i) Minute Number 23 - Fireworks

It was suggested that this should also include a reference to the fact that most of the people coming along to the Show Fireworks were doing so by foot as it was part of the evenings' entertainment rather than in November where many came by car.

**RESOLVED this be noted.**

(ii) Minute Number 26 – Application for Re Grading

It was suggested that this minute was incorrect and that confirmation had also been requested of the extra responsibilities that had been

created within this post in considering the re grading application.

**RESOLVED this be noted.**

41. THE REPORT OF THE MAYOR'S COMMITTEE OF THE 21<sup>ST</sup> JULY 2014 a copy of which had been circulated to each Member, were agreed.

42. THE REPORT OF THE SHOTTON HALL SUB COMMITTEE OF THE 21<sup>ST</sup> JULY 2014 a copy of which had been circulated to each Member, were agreed, subject to Councillor A Watson being recorded as attending the meeting as a serving member of the Sub Committee, and not listed as an observer.

Matters Arising

In House Catering

Mention was made to a contract for a nearby authority and the possible affects on the Town Council contract and the Chairman of the Shotton Hall Sub Committee reassured he and the Vice Chairman would be discussing this with Mr Oldfield at their monthly catch up meeting to be held shortly. Mr Oldfield was also to attend the next meeting of the Sub Committee.

It was also stressed Members felt that a representative from the catering service should be in attendance at meetings with the customer.

**RESOLVED progress be awaited.**

43. THE REPORT OF THE SHOW SAFETY MEETING OF THE 16<sup>TH</sup> JULY 2014 a copy of which had been circulated to each Member, were agreed.

44. THE REPORT OF THE SHOW COMMITTEE OF THE 31<sup>ST</sup> JULY 2014 a copy of which had been circulated to each Member, were agreed.

45. PLANNING APPLICATIONS

- (i) Tesco Stores Limited  
Variation of Condition 25...to allow construction to commence  
prior to the Traffic Regulation Order being in place

**RESOLVED the Town Council support the concerns of the Highways Officer in this regard.**

- (ii) 17 Brancepeth Chare  
Replacement of existing conservatory with sun room  
and  
(iii) The Academy, Shotton Hall  
Detached extension building

**RESOLVED no comments be offered on these applications.**

46. MEDIUM TERM FINANCIAL PLANNING & 2015/16 BUDGET SETTING

Members were circulated with correspondence received from Durham County Council. The information contained in the letter provided a reasonable overview of potential impact on the Town Council, based on the current distribution of grant and information available at the published date with year on year reduction as follows:-

Forecast Local Council Tax Support Grant Scheme

2015/16	(£26,631.00)
2016/17	(£32,293.00)
2017/18	(£32,293.00)

The final 2015/16 grant settlement would not be known until December 2014. Any under or overpayment of the 2015/16 LGTSG would be taken into consideration when calculating grant due in 2016/17.

**RESOLVED these amount be taken into consideration during the budget setting programme.**

PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM  
COUNCILLOR W M JEFFREY DECLARED AN INTEREST AND

TOOK NO PART IN THE ITEM.

47. SELECTION OF VICE PRESIDENTS AT THE CDALC AGM – 8<sup>TH</sup> NOVEMBER 2014

Councillor C J Metcalfe re confirm the nomination made by the Town Council for Councillor Jeffrey for vice presidency.

**RESOLVED this course of action be agreed to.**

48. NEIGHBOURHOOD WARDEN SERVICE

Members were circulated with details of the new contact number for the Warden Service.

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

49. PETERLEE FIREWORKS DISPLAY – E MAIL FROM TOM SIMMS, DISTRICT MANAGER FOR EASINGTON

Members were circulated with a copy of an e mail received from the County Durham and Darlington Fire and Rescue Service, District Manager for Easington, explaining that he had major concerns that Peterlee was not to have its annual fireworks event in November. He advised that the fire service safety message was for people to attend an organized and structured event as it was safer and more controlled. He urged in the interest of public safety and increased pressure on fire and rescue resources for the Town Council to re consider its decision and re instate the event. He offered his help in organising the event or give advice where appropriate and hoped that he could encourage other partners to help the Town Council achieve a successful and safe event for the communities in Peterlee and surrounding areas.

There was considerable discussion on this matter and the following Members asked that it be recorded in the minutes that they were in support of the Event:-

R Curtis, M Milsom, D Sillito, K Liddell, S Simpson, A Watson & V

Watson.

The following Members voted for a joint meeting to be arranged as follows:-

C Baty, L Wood, C Watkins, L Cook, R Kyle, C J Metcalfe, C Robbins, W M Jeffrey, J Alvey and D Milsom.

It was **RESOLVED a joint meeting be organized with the various agencies to see if the Fireworks Event could be re instated and held in November 2014.**

50. PETERLEE IN BLOOM 2014 WINNER – ARTICLE

Members were circulated with a copy of the article that had appeared on NOW East Durham showing a picture of the Mayor and the winner of Peterlee in Bloom 2014.

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

51. FIRST NATIONAL WIN – PETERLEE PUMAS

Members were advised Peterlee Pumas achieved their first national conference League win against a Wigan based Team, Hindley recently.

**RESOLVED the pumas be congratulated on the result.**

52. THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014

Members were circulated with an update on the Local Audit & Accountability Act 2014, with the issue and coming into force on 6 August 2014 of Statutory Instrument 2014 No 2095 The Openness of Local Government Bodies Regulations 2014. It was hoped that NALC would issue its own legal topic note on this new legislation and a copy would be made available. It was a legal duty for the local government body to follow the new provisions and if a local government body's existing Standing Orders were not fully in line

with the new legislation in the short term, it was recommended they simply waive the relevant provisions of their old Standing Orders and then take steps to update formally its standing orders.

**RESOLVED the suggested course of action be followed.**

53. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC  
IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED, THE COMMITTEE IS ASKED TO PASS THE FORMAL RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1960 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

54. JOB EVALUATION REVIEW

Members were asked to give this report further consideration and the Deputy Town Clerk went into detail on the results of the judgments made on which factor level description best fit the information provided in the job description questionnaire with the 13 factors being fully evaluated. It was confirmed that the process had been followed with all of the necessary parties involved.

**RESOLVED the evaluation be endorsed and the post be re graded to a Scale 5, with the increase come into effect from the original date of the application, 31<sup>st</sup> July 2013.**

55. CCTV – WOODHOUSE PARK

Members were circulated with a revised quotation for the supply of this system and details were given of the meeting held with the Chairman of the Parks & Cemetery Committee, the Horticultural Supervisor and the Deputy Town Clerk and Phoenix Eye where a demonstration of the system had been given. Members asked if a price could be obtained for a camera to cover the skate park area.

**RESOLVED a price for this additional cover be requested.**

56. URGENT ITEMS

(i) Cellar Cooling System – Burdon Suite Bar

**RESOLVED the action taken in arranging for the urgent repair of the cellar cooling system in the Burdon Suite Bar at a cost of £2,253.66, be endorsed.**

(ii) Net2 Access Control – The cellar, The Pavilion

**RESOLVED the action taken in arranging for the urgent repair of the cellar door at the Pavilion at a cost of £586.35, be endorsed.**

57. TRADE UNION MATTERS

The Trade Union Representative had been advised there was a full council meeting that evening and had requested that the matters he had raised be brought to Member's attention again under matters arising. These items had been considered at the Establishment Committee Meeting on 7<sup>th</sup> July 2014 where it was agreed the matters be passed, where appropriate to Durham County Council (HR) Support & Advice, for action.

**RESOLVED the correspondence be received.**

58. LOWHILLS ROAD ALLOTMENTS

The Deputy Town Clerk reported a request for permission to carry out necessary works to try and alleviate the flooding problems at this site form the highways Agency/Sir Robert McAlpine.

**RESOLVED permission be given and access granted for this work to be carried out.**

Councillor W M Jeffrey was asked to leave the meeting at this point.



59. TOWN CLERK'S GRIEVANCE

**RESOLVED** legal advice and representation to support the Town Council be sought as a matter of urgency.

60. LETTER FROM THE DEPUTY TOWN CLERK

**RESOLVED** the letter be received, it was accepted there was a procedure for acting up, but this needed to be considered in more detail. It was agreed Durham County Council needed to be consulted for HR advice and support and to consider the financial detail of any such interim arrangement during the Town Clerk's sickness absence.

58. SPOKESPERSON OF THE MAJORITY POLITICAL PARTY'S REPORT

It was asked if it would be possible for a local Nursing Home take on a plot at the Lowhills Road allotment gardens to use raised beds.

**RESOLVED** this request be agreed to.

59. SPOKESPERSON OF THE FAIR & INDEPENDENT PARTY'S REPORT

Councillor Watson welcomed the Openness Regulations which he felt were long overdue. He also expressed his appreciation for Alexander Rowes' excellent efforts setting a positive example to other young people fund raising for the Mayor. He felt he did Peterlee proud.

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