

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN COUNCIL

HELD IN THE BRQANDLING SUITE, SHOTTON HALL, PETERLEE

ON MONDAY 28<sup>TH</sup> JUNE 2021 at 6.30PM

PRESENT:- COUN M A CARTWRIGHT (CHAIR)

Mesdames:- M McCue, K J Duffy, D Quinn, D Howarth, K Liddell, S Simpson  
& J Black

Messrs:- T K Duffy, G Johnson, M Sanderson, R Moore, D Hawley & B Fishwick

23. Apologies for Absence  
Apologies for absence were offered by Councillors R Burnip, S McDonnell, K Hawley, S Meikle, A E Laing & E Watson to the meeting.
24. Public Participation Session  
A local resident had come along to the meeting to speak on the item relating to the creation of an angling club at Shotton Hall. He addressed the Council on the proposal and offered suggestions and answered questions posed by Members.
25. To receive declarations of interest  
Members were reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise. None had been received.
26. To Approve the Minutes of the last meeting of the 17<sup>th</sup> May 2021  
The minutes of the previous meeting were attached for consideration and approval. **RESOLVED the minutes be accepted and signed as a true and correct record.**
27. Police Update  
The Chair offered apologies from the Neighbourhood Police Sergeant covering Peterlee, Horden and Blackhall, T/Sgt 2722 Charlotte Burn and referred to her report had been circulated to Members by email. **RESOLVED the information given, be noted.**

28. Fishing at Shotton Hall

Council received a verbal update report from the Town Clerk on proposals to create an angling club at Shotton Hall and to hold an open meeting of prospective club members to discuss terms and conditions for the club. It was agreed the Clerk call a public meeting for those interested in joining an angling Club at Shotton Hall and they discuss the issues of running the club in more detail. **RESOLVED a final report be prepared by the Clerk for endorsement by Council after the public meeting had been held.**

29. Internal Audit Progress report for Quarter 4 20/21

The Chair welcomed Tracy Henderson, Durham County Council Interim Audit Manager who presented the internal audit progress report. Their work provided a Substantial Assurance opinion for the review of General Data Protection Regulations, with an agreement that GDPR refresher training would be provided to Councillors. On the Review of Leisure Gardens Audit's work provided a Moderate Assurance opinion with six medium priority and one best practice recommendation were made to improve the management of the identified risks. There were no amendments to the Annual Audit Plan and no management responses to outstanding Draft Report overdue.

Members considered the outturn position on progress made in delivering the internal audit plan for 2020/21 together with that made by PTC Managers in responding to the work of internal audit to gain assurance on the adequacy and effectiveness of the internal control environment. **RESOLVED the report be accepted and its contents noted.**

30. Internal Audit Annual Report 20/21

Members received and note the Annual Internal Audit Report from Tracy Henderson, Durham County Council Interim Audit Manager, along with an update on recent audit activity and actions arising, a copy of which had been circulated to each Member. Based on the work undertaken the Chief Internal Auditor and Corporate Fraud Manager was able to provide a substantial overall assurance opinion on the adequacy and effectiveness of internal control operating across the Council in 2020/21. Delivery of the audit plan had initially been impacted following the onset of the coronavirus pandemic which resulted in agreeing new ways of work remotely. **RESOLVED the report be accepted and its contents noted.**

31. Annual Governance Statement 2020/21

Members were requested to approve the Council's Annual Governance Statement for the 2020/21 financial year as part of the Annual Governance and Accountability Return

(AGAR), a copy of which had been circulated. **RESOLVED the Annual Governance Statement for 2020/21 be approved.**

32. Accounting Statements 2020/21

Members were requested to approve the Council's Accounting Statements for the 2020/21 financial year as part of the Annual Governance and Accountability Return (AGAR). **RESOLVED the Accounting Statements 2020/21 be approved.**

33. Signing of the Annual Governance Statement and Accounting Statements

Following approval, for the Chairman and Clerk of the meeting signed the Annual Governance Statement and Accounting Statements. **RESOLVED this action be endorsed.**

34. Confirmation of the commencement date for the exercise of public rights

Council received a verbal report from the Town Clerk confirming the commencement date for the 'period for the exercise of public rights' during which the public could inspect the accounts for the 2020/21 financial year. **RESOLVED this notice be made available on the web site and Council noticeboards.**

35. Payment of Accounts

Council were asked to confirm and endorse the BACS payments to be paid on 24<sup>th</sup> June 2021 in the sum of £56,993.41. **RESOLVED these payments be endorsed.**

36. COVID-19 Update

Members received an update from the Chief Officer on the Council's response to the COVID-19 situation. He spoke on the resurgence of the virus in the community and track and trace notifications on the increase, with two colleagues being contacted and self isolating with no symptoms. The opening of some services had been delayed ie the Funk a Deli Bistro. Members asked if the figures started to rise again would the care package service be re established; the Clerk said if there was will and finances were available. Support telephone calls were still being made whilst being reduced. **RESOLVED the information given, be noted.**

37. Lowhills Road Car Park

Council received a report from the Parks Manager on options for public access to the Town Council's car park adjacent to the former bowls green on Lowhills Road. A Local member offered feedback form residents after she had held street surgeries with them about the use of the car park and Lowhills Road. None of the residents spoken to felt the car park should be locked and that by leaving it open it may reduce the parking on grass verges by footballers. Several Members disagreed and felt there would always be indiscriminate car parking along the length of the road, despite the car park being open.

Following discussion it was **RESOLVED CALM CIC formally take on the locking/unlocking/opening/closing of the car park gate on a morning/evening on a 7 day/52 week basis, with this activity being covered by their insurance. The gate would continue to be the Town Councils property. FURTHER RESOLVED the Council reserves the right to withdraw this permission to lock/unlock/open/close the gate in the future should there be any significant problems or complaints from local residents/users about the car park being locked during the day when legitimate use would be expected.**

38. Spokesperson of the North East Party's Report

Cllr K J Duffy offered her congratulations to the Clerk and his team on the substantial audit result. She expressed her thanks to residents joining in the Wombles with over 600 bags of litter collected since March. She suggested thank the Group and maybe put something on social media/on the web site. **RESOLVED the information given be noted.**

39. Spokesperson of the Labour Party's Report

Councillor McCue passed on thanks and regards to council staff from all the newly elected Labour members who were grateful for their help and support and for the introductions and visits made which they had found helpful. **RESOLVED the information given be noted.**