

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN COUNCIL

HELD IN THE BRANDLING SUITE, SHOTTON HALL, PETERLEE

ON MONDAY 25<sup>TH</sup> OCTOBER 2021 at 6.30PM

PRESENT:- COUN M A CARTWRIGHT (CHAIR)

Mesdames:- S Simpson, K Liddell, H Stockport, K Hawley, D Howarth &  
E Watson

Messrs:- S Franklin, G Johnson & B Fishwick

78. Apologies for Absence

Apologies for absence were offered and accepted from Councillors K & T Duffy, J Black, D Hawley, D Quinn, R Moore, M McCue, S McDonnell, S Meikle, M Sanderson & A Laing

79. Public Participation Session

There were no members of the public present.

80. To receive declarations of interest

Members were reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise.

81. Citizens Advice County Durham

The Chair welcomed Sarah Ward, Vic Cheston and Wendy Holliday to the meeting to provide an update on their Funded Benefits Project. It was reported Peterlee Town Council had continued to fund CAB for a benefits caseworker since 2017 which had proven to be a very successful and essential service for the residents of Peterlee. Despite the face of the project being hugely altered due to COVID-19 and the closure of all of their offices, staff had continued to mobilise and deliver advice solely through the telephone and e mail.

Some of the key statistics were provided to the meeting. From April 2021 to October 2021 the Advice worker for Peterlee had advised 100 clients with 353 issues affecting their lives. The project had identified £237,868 of unclaimed benefits for clients meaning on average each clients helped had an income gain of £2,378.68. 94% of clients had been helped over the telephone; their advice was now being taken back into the community as well. The top enquiry areas in the period were given as benefits and tax credit, benefits and universal credit, employment, housing, relationships and family and "other". The age range of clients had become wider than before covid.

In closing it was reported the last 18 months had been extremely challenging for all involved and CAB County Durham thanked the Town Council for its continued support and understanding during these times. The money that PTC provide to fund the project had a substantial impact on clients in Peterlee.

The project funding was due to finish at the end of March 2022 however it was their belief that if the project continued to be funded by PTC, they would continue to progress to similar pre covid figures in terms of clients helped and income generated.

**RESOLVED the information given be noted and further consideration be given to future funding at the appropriate budget setting committee.**

82. To Approve the Minutes of the last meeting of the 27<sup>th</sup> September 2021

The minutes of the previous meeting were attached for consideration and approval as a true and correct record. **RESOLVED the minutes be accepted and signed as a true and correct record.**

83. Report of the Community & Environment of the 11<sup>th</sup> October 2021

The minutes of the Resources Meeting were attached for information of Members. **RESOLVED the information given, be noted.**

84. The notes of the Events Working Party of the 6<sup>th</sup> October 2021

The notes of the Event Working Party were attached for the information of Members. **RESOLVED the information given, be noted.**

85. Notes of the Finance Sub Committee of the 25<sup>th</sup> October 2021

**RESOLVED Council confirm and endorse the resolution of the Finance Sub Committee of 25<sup>th</sup> October 2021 to approve BACS payments to be paid on 28<sup>th</sup> October 2021.**

86. COVID-19 Update

Council received an update from the Town Clerk on the Council's response to the COVID-19 situation. H was pleased to report there had been no further positive cases with the staff and that services were starting to "return to normal" ie at the Pavilion with hirings returning. **RESOLVED the information given, be noted.**

87. Policies

The following policy was an update of the current policy and was for consideration, approval and adoption by Peterlee Town Council - Pensions & Flexible Retirement and Retirement Policy. **RESOLVED the updated policy be approved and adopted immediately.**

88. To review the arrangements for the opening and closing of the gate at the car park adjacent to the CALM CIC community hub at Lowhills Road

This item had been requested by Cllr Scott Meikle following complaints about the car park being left locked during some week days and weekends. Following discussion it was **RESOLVED the Clerk look into the option of advertising for a part time role of a person to act as a Car Park Attendant for Lowhills Road. The main element of the role would be to open and close the car park gate on a Saturday, Sunday and Monday.**

89. Pavilion Roof Repair

Members considered the report of the Pavilion Manager seeking approval to award a contract for the repair of the Pavilion Roof. **RESOLVED the quotation from Roof Guardian Ltd at a cost of £4,800 +vat, be accepted. FURTHER RESOLVED a suitable maintenance programme for the cleaning of the roof be established.**

90. Spokesperson of the North East Party's Report

Councillor Hawley gave details of this years Santa's Wish with donations being made and on 17<sup>th</sup> December various service providers would collect them and distribute them to groups/families. There would also be a Just Giving page and an Amazon page. She asked if Members would reach out to business/friends etc to seek help and support. Private Santa visits were also being made with the proceeds going to St Benedicts Hospice, Ryhope. **RESOLVED the information given be noted.**

91. Spokesperson of the Labour Political Party's Report

There was no report given to the meeting.