

PETERLEE TOWN COUNCIL

SHOTTON HALL PETERLEE COUNTY DURHAM SR8 2PH

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INTERNET: <http://www.peterlee.gov.uk>

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Your Ref:

Our Ref:

8th May 2017

Date:

In accordance with Paragraphs 7(1) & 10(2)(b) of Schedule 12 of the Local Government Act 1972, I hereby summon you to attend the **ANNUAL MEETING OF PETERLEE TOWN COUNCIL** to be held in the **COUNCIL CHAMBER**, Shotton Hall, Peterlee on **MONDAY 15th MAY 2017** at **6.30pm**

The business to be transacted thereat is as set out hereunder

Mr I Morris

Town Clerk

M.C.I.H.

AGENDA

1. **TO ELECT A MAYOR FOR THE ENSUING YEAR**

To receive and consider nominations for the position.

2. TO SIGN & COMPLETE THE DECLARATION OF ACCEPTANCE OF OFFICE

For all Members to sign if they have not already done so and then for the new Mayor to sign

3. PRESENTATION TO FORMER MAYOR OF PETERLEE TO MARK HER YEAR OF OFFICE

4. REGISTER OF DISCLOSABLE PECUNIARY INTEREST & OTHER REGISTERABLE INTERESTS

For Members to complete their forms (Previously circulated)

5. TO APPOINT A MAYORESS/MAYOR'S CONSORT

6. TO ANNOUCE A SPOKESPERSON FOR THE MAJORITY PARTY

7. TO ANNOUNCE A SPOKESPERSON OF THE MINORITY PARTY

8. APOLOGIES FOR ABSENCE

9. TO APPROVE THE MINUTES OF THE LAST MEETING
(Circulated)

10. TO CONFIRM THE DATE OF THE 2018 SHOW AS THE BANK HOLIDAY IN AUGUST 25th & 26th AUGUST 2018

As agreed at the Council meeting held in December 2016

11. COMMITTEES & SUB-COMMITTEES

a) To approve the Terms of Reference and constitution of the Councils Committees

To agree and adopt the new committee structure for the
Town Council (Circulated)

b) To appoint representatives to the following committees:-

- Council – all 22 members
- Resources Committee – all 22 members
- Community & Environment Committee – all 22 members

- ◆ Human Resources Sub – 12 members
 - Appeals Sub – 4 members
 - Town Clerk's Appraisal Sub Committee – 4 members
- ◆ Health & Safety Sub Committee – 12 – can include non councillors
- ◆ Events sub committee - 12 – can include non councillors
- ◆ Sports & Wellbeing Sub Committee – 12 can include non councillors
- ◆ Facilities Sub Committees – 12 – can include non councillors

- Scrutiny Working Party
- Shotton Hall Working Party
- The Pavilion Working Party
- Parks & Play Areas Working Party
- Peterlee Show Working Party
- Environment Working Party
- Twinning Working Party
- Mayor's Committee

c) To Appoint Chairman & Vice-Chairman of the Following Committees:-

- Council – all 22 members
- Resources Committee – all 22 members
- Community & Environment Committee – all 22 members

- ◆ Human Resources Sub – 12 members
- ◆ Health & Safety Sub Committee – 12 – can include non

councillors

- ◆ Events sub committee
- ◆ Sports & Wellbeing Sub Committee
- ◆ Facilities Sub Committees
 - Scrutiny Working Party
 - Shotton Hall Working Party
 - The Pavilion Working Party
 - Parks & Play Areas Working Party
 - Peterlee Show Working Party
 - Environment Working Party
 - Twinning Working Party

12. DELEGATES TO OTHER BODIES

To appoint representatives to serve on the following bodies:-

1. County Durham Association of Local Councils Larger Local Council Forum

(3 Reps - 3 elected Members or 2 and the Town Clerk)

2. Easington Area (Durham County Association of Parish & Town Councils)

(3 Reps)

3. Castle Eden Dene Joint Management Committee

(3 Reps)

4. Peterlee Town Band

(2 Reps)

5. Peterlee Passfield & District Community Association

(1 Rep)

6.) Passmore Pavilion Local Steering Group

(1 Rep)

7. Shotton Airfield Consultative Committee

(1 rep)

8. Healthworks, Easington

(1 rep)

9. Peterlee Cricket Club

(1 Rep)

10. Rugby – Peterlee Pumas

(1 Rep)

13. PLANNING APPLICATIONS

- (a) 18 Barsloan Grove, rear two storey rear extension
- (b) 7 Church Close, single storey front, two storey side and single storey rear extensions
- (c) 7 Alston Walk, erection of two storey extension to side and two storey and single storey extension to the rear
- (d) 75 Christchurch Place, single storey extension to side

For consideration and comment

14. ASSET OF COMMUNITY VALUE NOMINATION – THE HEARTS OF OAK, PETERLEE

Members are asked to consider whether the Council should submit any representations on the nomination from the Hearts of Oak Supporters Group to have the pub listed as an Asset of Community Value under the Community Right to Bid Legislation.

(Circulated)

15. SPOKESPERSON FOR THE MAJORITY PARTY'S REPORT

16. SPOKESPERSON OF THE MINORITY PARTY'S REPORT

PTC ANNUAL MEETING 15TH MAY 2017

AGENDA ITEM 9: TO APPROVE MINUTES OF THE LAST MEETING

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON TUESDAY 18TH APRIL 2017 at 6.30PM

PRESENT:- COUN M A CARTWRIGHT (CHAIR)

Mesdames:- S McDonnell, S Simpson, K Liddell & K Hawley

Messrs:- G L Carne, C Robbins, L Cook, S Miles, C Watkins, W M Jeffrey, G Cowie & A Watson

175. APOLOGIES FOR ABSENCE

Apologies had been submitted from Councillor L M Wood.

RESOLVED the Council approve the reasons submitted for the absences received on the grounds where given above, and the Councillor's apologies for absence be recorded.

176. PUBLIC PARTICIPATION SESSION

A public participation session was held to allow Members of the public an opportunity to put questions to the Council. There were several members of the public in attendance at the meeting and the Chair welcomed them to the meeting; they did not wish to speak on any issues.

RESOLVED the information given, be noted.

177. THE MINUTES OF THE COUNCIL MEETING OF THE 20TH MARCH

PTC ANNUAL MEETING 15TH MAY 2017

AGENDA ITEM 9: TO APPROVE MINUTES OF THE LAST MEETING

2017 a copy of which had been circulated to each Member, were approved.

Matters Arising

Parking Charges, Peterlee Community Hospital

The Deputy Town Clerk read out the contents of a reply received from the Chairman of the North Tees and Hartlepool NHS Foundation Trust following representations made to him regarding parking charges at the Community Hospital car park in the Town.

Members felt that the collaborative work being undertaken reducing car parking tariffs was not acceptable and firmly believed parking should be free at the site.

RESOLVED this feedback be given to the Chairman.

178. THE MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE OF THE 3RD APRIL 2017 a copy of which had been circulated to each Member, were approved.

179. THE MINUTES OF THE PLANNING COMMITTEE OF THE 3RD APRIL 2017 a copy of which had been circulated to each Member, were approved.

Matters Arising

Members were advised the use of land as car wash at Peterlee Lodge Hotel, Bede Way had now been approved with conditions attached to it. Members were disappointed that the application had been approved and felt the conditions should have been met fully prior to approval being considered. Reference was also made to permissions granted by the landlord of the Peterlee Lodge public house. It was stressed the Dene Parks site needed to be closely monitored and any issues reported immediately for to Planning enforcement if necessary.

RESOLVED Durham County Council be notified further of the Town Councils concerns with this proposal.

PTC ANNUAL MEETING 15TH MAY 2017

AGENDA ITEM 9: TO APPROVE MINUTES OF THE LAST MEETING

180. THE MINUTES OF THE ESTABLISHMENT COMMITTEE OF THE 3RD APRIL 2017 a copy of which had been circulated to each Member, were approved.

181. THE MINUTES OF THE PARKS & CEMETERY MEETING OF THE 10TH APRIL 2017 a copy of which had been circulated to each Member, were approved.

182. PURCHASE OF A NEW TELEPHONY SYSTEM FOR PETERLEE TOWN COUNCIL

Members considered the report, a copy of which had been previously circulated to each Member seeking approval for the award of a three year contract for a new telephony system and telephone/broadband lines supply for the Town Council.

RESOLVED approval be given to the award of a 36 month contract for a new telephone system as detailed in this report to Russell Telecom, and:

- (i) Agree an up-front payment of £4,995 for the purchase of the telephony system hardware;**
- (ii) Agree the transfer of all of the Council's landlines and broadband connections to Russell Telecom;**
- (iii) Town Clerk be granted plenary powers to progress the installation and commissioning of the new system with Russell Telecom.**

183. ASSETS OF COMMUNITY VALUE

Councillor A Watson had requested this item be placed on the agenda for Council to consider and discuss the process and powers that were available to PTC to protect Assets of community value in local communities. At the meeting he explained this in more simple

PTC ANNUAL MEETING 15TH MAY 2017

AGENDA ITEM 9: TO APPROVE MINUTES OF THE LAST MEETING

terms and spoke about the Hearts of Oak public house being part of the Passfield community for over 50 years and its importance as one of the only remaining licensed premises in the area.

RESOLVED this item be considered at the first meeting of the Resources Committee in June 2017.

184. REVIEW OF COMMITTEES

Members were asked to note the proposed revised committee structure and provide feedback prior to its presentation to the new Council in May 2017. Members of the Scrutiny Committee gave further details for Council and gave their full support to the suggested changes and congratulated Officers on this piece of work.

RESOLVED the new committee structure be presented to the new Council on 9th May 2017 at an induction session, prior to its adoption at the AGM on 15 May 2017.

185. COMPLAINTS POLICY

Members considered a copy of the Complaints Policy produced by the Town Clerk, a copy of which had been circulated to each Member.

RESOLVED the contents of the report be noted and the complaints policy be adopted with immediate effect.

186. SPOKESPERSON OF THE LABOUR POLITICAL PARTY'S REPORT

Councillor Jeffrey advised it would be his last meeting, and assured it was not because of an ongoing problem over the last three years. He said he had been on the Town Council since 1972 and had never lost an election and had really enjoyed his time on the Council. He

PTC ANNUAL MEETING 15TH MAY 2017

AGENDA ITEM 9: TO APPROVE MINUTES OF THE LAST MEETING

wished everyone all the best and that their hopes come to fruition.

The Mayor thanked Councillor Jeffrey for his years of dedication to the Town and the Council. She also thanked Councillor Cowie for his years of service and friendship during his time with the Town Council.

RESOLVED the information given, be noted.

187. SPOKESPERSON OF THE NEP MEMBER'S REPORT

Councillor A Watson thanked both long serving Members for their years of service and also made mention of those colleagues not in attendance at the meeting including Councillor Wood, Curtis and Metcalfe. He wished colleagues success in the forthcoming local council elections.

RESOLVED the information given, be noted.

Report to: Peterlee Town Council

Date of Meeting: 18th April 2017

Subject: Peterlee Town Council – Review of Committee Structures

Report of: Kay Tweddle, Deputy Town Clerk

Report Purpose: To seek consideration and feedback on a proposed new committee structure for the Town Council to operate from May 2017

Background: As per the Local Government Act 1972, s101 (1)(2) 102, a local authority may arrange for the discharge of any of their functions (a) by a committee, a sub committee or an officer of the authority: or (b) by any other local authority.

In the Town Councils Standing Orders produced in 1979/80 the list of Committees was given as follows:-

Finance & General Purposes
Arts and Information
Parks
Establishment
Planning
Carnival
Joint Consultative Health & Safety
Clerks Advisory.

Over the past several years the Clerks Advisory meeting has been disbanded and then resurrected and then disbanded. More recently the Show Meeting has been made a working party following a number of non-quorate meetings and the Health and Safety and Shotton Hall Sub Committees established to include all Members.

According to Standing Orders, every committee appointed by the Council may appoint a sub-committee for the purposes to be specified by the Committee.

The Town Clerk and Deputy Town Clerk have reviewed the current operation of the existing committee structure as well as researching good practice from other Town Councils of similar size. On 7th April a summary of these findings were presented to the Scrutiny Working

Party, who made a number of changes to the proposals. The contents of this report reflect the amended version of the proposed new Committee structure to adopted by the Council as part of the Annual Meeting in May 2017.

Issues to consider There are several matters that need to be addressed in considering a new structure as follows:

- currently there is no reporting structure for Sports Development & Well Being, but this is an important and growing area of the Council's services;
- engaging with Members, low attendance at some committees, and committees not being quorate e.g. Show Committee being changed to a working party to enable it to function in the event of low attendance
- engaging with the public and the "Asda test"
- what structure would serve the council better and going into the future?

**Suggestions
& Aim of a restructure**

It is suggested that:

- Main meetings will remain on a Monday night and on a calendar month four week cycle, first second and fourth week; (third week for any working parties/sub committees that may be required);
- the number of committees required to conduct Council business is reduced;
- decision-making powers and budgets are delegated to the two main committees to enable more meaningful debate and speed up the decision-making process;
- draft minutes for each committee are drafted within 3 days of the meeting, agreed with the Chairman of the committee and then immediately published as draft minutes. The published draft minutes would be approved/amended at the next available meeting;
- below the three main committees (Council, Resources, and Community & Wellbeing) the sub-committees are made up of 12 members and not the full 22 as per current practice. This will reduce the burden on individual members, enable members to come forward to be part of committees that appeal to their areas of interest or expertise, and reduce the requirements for quorate meetings from 8 members to 4 members.

ITEM 11(a) TO APPROVE THE TERMS OF REFERENCE AND CONSTITUTION OF THE COUNCIL'S COMMITTEES

- Introduce much clearer responsibilities, delegated authorities and budgets for all of the standing committees.
- Continue to use 'working parties' as task and finish groups of Officers, Councillors, members of the public and external experts to help with specific projects or problems. Examples of some of the suggested working parties under the new structure is provided in the attached draft structure plan. These are indicative only, and it is envisaged that each of the new committees would establish their own working parties at, or soon after, their first meetings.

The Scrutiny Working Party has recommended that a briefing event be held on the evening of Tuesday 9th May for all Members of the Council to be introduced to senior members of staff, be provided with new induction packs, and to receive a detailed presentation on the new Committee structure prior to its formal adoption at the Council's Annual Meeting.

Political parties:

Unlike with Principal Authorities, there is no statutory requirement for Town Council's committees to reflect the political makeup of the wider Council. However, it is taken as good practice for Town Council's to encourage a fair balance of representation of the political parties present within the Council.

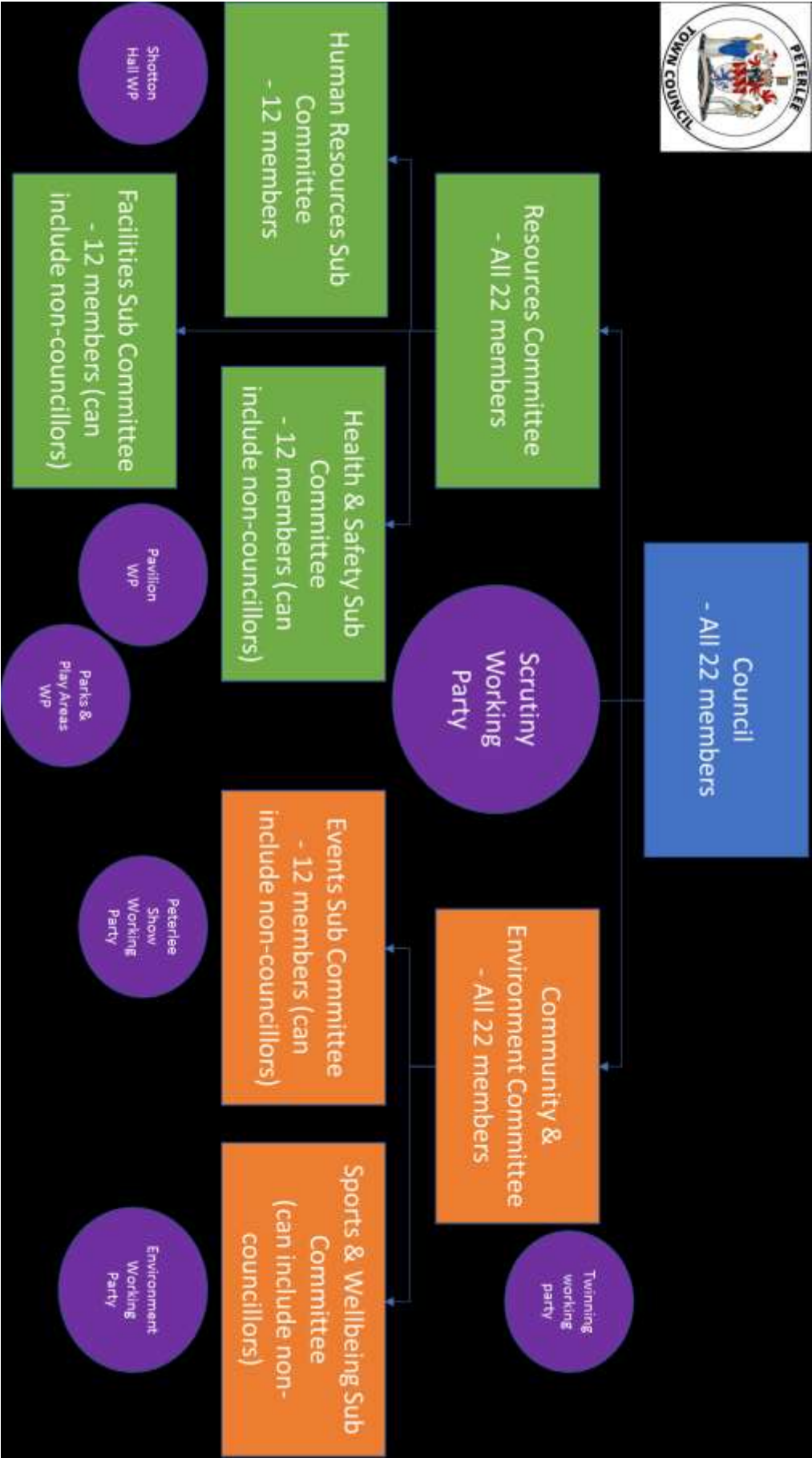
Having taken advice from NALC and SLCC on the matter, the Town Clerk is advising that members adopt a policy of seeking to appoint membership of the various committees in such a way as to reflect the political makeup of the new Council. For example:

New Council	22 members	11 members Party A, 8 Members Party B, 3 Member independent
Sub-Committee	12 members	6 members Party A, 4 members party B, 2 Members independent

In the situation where one or more party was not able to fill their allotted seats then membership could be filled by offering to all members, or by co-option (if the committees terms of reference allowed).

Recommendations:

Members are recommended to note the content of the report and provide feedback at the meeting.



ITEM 11(a) TO APPROVE THE TERMS OF REFERENCE AND CONSTITUTION OF THE COUNCIL'S COMMITTEES

Committee Name:	Peterlee Town Council
Reports to:	n/a
Membership:	All 22 elected members of the Council (quorum = 8)
Chair & Vice Chair:	
Responsibilities:	<p>All business of the Council, including all statutory powers and duties of the Council. Specifically including:</p> <ul style="list-style-type: none"> - Setting the final annual budget and the precept - Approving the annual return and accounting statements - Approving the annual governance statement - borrowing - declaring eligibility for the power of well-being - approve any grant, contract or single financial commitment of £30,000 or more
Delegated authority:	n/a as the Council has authority for all council decisions
Budgets:	All budgets
Meeting Frequency:	Annual Meeting in May 2017 and then 4 th Monday of the month thereafter
Public and Press access to meeting:	Yes, with specific public questions item on agenda.
Council Officers advising the Committee:	Town Clerk and all senior Managers of the Council

ITEM 11(a) TO APPROVE THE TERMS OF REFERENCE AND CONSTITUTION OF THE COUNCIL'S COMMITTEES

Committee Name:	Resources Committee
Reports to:	Council
Membership:	All 22 elected members of the Council (quorum = 8)
Chair & Vice Chair:	
Responsibilities:	<p>Responsible for the overall control and management of the Council's money, people, building and land resources including:</p> <p><u>Finance</u></p> <ol style="list-style-type: none"> 1.Oversight of capital and revenue expenditure, budget process and financial performance (excluding agreement of final annual budget, accounts and governance statement); 2.payment of accounts; 3. arrangements for the collections of revenues and accounts due to the Council and to recommend necessary directions for their recovery; 4. receipt of quarterly budget reports; 5.consideration of applications for financial assistance and grants from outside bodies; 6. receiving reports and recommendations from both the Council's internal and external Auditors and monitoring the implementation of approved action plans; <p><u>Corporate</u></p> <ol style="list-style-type: none"> 8. response to consultation documents where other Committees do not take the lead; 9.advising the Council in the formulation of the Council Plan; 10. oversight of the development and delivery of the Council's performance management framework; 11. oversight of insurance in respect of the Council's property, Members and employees; 12. oversight of strategic and operational issues for the acquisition and development of Information Technology for the Council; 13.oversight of the Council's Risk Management Strategy; 14. reviewing standing orders and financial regulations as required and at least every 3 years; 15. to authorise Members attendance at conferences, courses and meetings; 16. to make appointments to outside bodies between Annual Meetings of the Council <p><u>Asset Management</u></p> <ol style="list-style-type: none"> 17.To recommend on the acquisition and renewal of council vehicles, plant and machinery and the discharge of all statutory duties relating to their maintenance and condition; 2.To determine overall strategic asset management priorities on a medium term basis by maintaining the asset plan.

ITEM 11(a) TO APPROVE THE TERMS OF REFERENCE AND CONSTITUTION OF THE COUNCIL'S COMMITTEES

Specific delegated authority:	<ul style="list-style-type: none"> - approval of expenditure of less than £30,000 provided that this is met from within approved budgets - virement between budgets of more than 15% of budget value (virement of 15% or less is delegated to the RFO) - reviewing and approving Council policies with the exception of standing orders, financial regulations and code of conduct
Delegated Budgets:	Civic & Central Costs Democratic Costs Corporate Management Town Activities (including s137) Capital Projects
Meeting Frequency:	1 st Monday in every month except May and August.
Public and Press access to meeting:	Yes.
Council Officers advising the Committee:	Town Clerk and all senior Managers of the Council

ITEM 11(a) TO APPROVE THE TERMS OF REFERENCE AND CONSTITUTION OF THE COUNCIL'S COMMITTEES

Committee Name:	Community & Environment Committee
Reports to:	Council
Membership:	All 22 elected members of the Council (quorum = 8)
Chair & Vice Chair:	
Responsibilities:	<p>Responsible for the overall control and management of the Council's community and environment services including parks, play areas, recreation, sports and well-being, and community engagement activities, including:</p> <p><u>Public space, Parks & Play Areas:</u></p> <ol style="list-style-type: none"> 1. oversight of the use, care, management, regulation and control of all parks, play areas, sports and recreation grounds, open spaces, and amenity areas of the Council; 2. exercising the powers and duties of the Council as burial authority including the provision, care and management of Peterlee cemetery; 3. exercising the powers and duties of the Council for the provision of allotments (Leisure Gardens) across the council's two leisure gardens sites; <p><u>Sports and Wellbeing:</u></p> <ol style="list-style-type: none"> 4. oversight for the provision of sports and wellbeing development by the Council, including support for sports clubs, societies, and classes; 5. promotion of physical and mental wellbeing improvement through the council's internal and external policies, services and resources; 6. oversight of the council's provision of events, conferences, weddings and other social occasions from the council's land or premises <p><u>Council & Democracy:</u></p> <ol style="list-style-type: none"> 7. oversight of civic and ceremonial functions of the Town Council including public relations and marketing; 8. oversight of all electoral matters affecting the council; 9. promotion of public engagement in the council's services and functions.
Specific delegated authority:	<p>For those services and budgets that fall within the auspices of the responsibilities of the committee:</p> <ul style="list-style-type: none"> - approval of expenditure of less than £30,000 provided that this is met from within approved budgets - virement between budgets of more than 15% of budget value (virement of 15% or less is delegated to the RFO) - reviewing and approving Council policies
Delegated Budgets:	Shotton Hall Banqueting Suite, Bar & Catering The Pavilion

ITEM 11(a) TO APPROVE THE TERMS OF REFERENCE AND CONSTITUTION OF THE COUNCIL'S COMMITTEES

	Lowhills Road Community Facility Lowhills Road & Eden Lane Bowling Clubs Eden Lane Depot Woodhouse Park Sports Development Parks General Cemetery & Burials Allotments Town Events
Meeting Frequency:	2 nd Monday of every month except May and August.
Public and Press access to meeting:	Yes.
Council Officers advising the Committee:	Town Clerk /Deputy Town Clerk Sports Development Officer Parks & Horticulture Supervisor Events Coordinator

ITEM 11(a) TO APPROVE THE TERMS OF REFERENCE AND CONSTITUTION OF THE COUNCIL'S COMMITTEES

Committee Name:	Human Resources Sub-Committee
Reports to:	Resources Committee
Membership:	12 Members of the Council (quorum = 4) Due to the confidential nature of much of the business of this committee membership will not be available to non-councillors.
Chair & Vice Chair:	
Responsibilities:	1.To make recommendations to the Resources Committee with regard to Human Resources policies and practices for the Town Council; 2.To appoint an Appeals Panel if required under a council policy; 3. To appoint the Town Clerk's appraisal committee
Specific delegated authority:	- appointment of Appeals Panel - appointment of Town Clerk's appraisal committee
Delegated Budgets:	none
Meeting Frequency:	Quarterly or as required.
Public and Press access to meeting:	No.
Council Officers advising the Committee:	Town Clerk/Deputy Town Clerk

Committee Name:	Health & Safety Sub-Committee
Reports to:	Resources Committee
Membership:	12 Members of the Council (quorum = 4) The Committee may appoint non-councillors as standing or co-opted members as required.
Chair & Vice Chair:	
Responsibilities:	1.To make recommendations to the Resources Committee with regard to Health & Safety issues, policies and practices for the Town Council; 2.To receive reports from council officers on accident and incident monitoring.
Specific delegated authority:	n/a
Delegated Budgets:	none
Meeting Frequency:	Quarterly or as required.
Public and Press access to meeting:	No.
Council Officers advising the Committee:	Town Clerk and all Senior Managers of the Council

ITEM 11(a) TO APPROVE THE TERMS OF REFERENCE AND CONSTITUTION OF THE COUNCIL'S COMMITTEES

Committee Name:	Facilities Sub-Committee
Reports to:	Resources Committee
Membership:	12 Members of the Council (quorum = 4) The Committee may appoint non-councillors as standing or co-opted members as required.
Chair & Vice Chair:	
Responsibilities:	1.To make recommendations to the Resources Committee with regard to the Facilities of the Town Council including stock condition, building management, fire and security issues.
Specific delegated authority:	n/a
Delegated Budgets:	none
Meeting Frequency:	Quarterly or as required.
Public and Press access to meeting:	No.
Council Officers advising the Committee:	Town Clerk and Facilities Manager

Committee Name:	Sports, Environment & Wellbeing Sub-Committee
Reports to:	Community & Environment Committee
Membership:	12 Members (quorum = 4) The Committee may appoint non-councillors as standing or co-opted members as required.
Chair & Vice Chair:	
Responsibilities:	1. To make recommendations to the Resources Committee with regard to the Council's sports and wellbeing development activities; 2. To make recommendations to the Resources Committee with regard to the Council's public spaces, parks and play areas;
Specific delegated authority:	n/a
Delegated Budgets:	none
Meeting Frequency:	Quarterly or as required.
Public and Press access to meeting:	No.
Council Officers advising the Committee:	Town Clerk /Deputy Town Clerk Sports Development Officer Parks & Horticulture Supervisor

ITEM 11(a) TO APPROVE THE TERMS OF REFERENCE AND CONSTITUTION OF THE COUNCIL'S COMMITTEES

Committee Name:	Events Sub-Committee
Reports to:	Community & Environment Committee
Membership:	12 Members (quorum = 4) The Committee may appoint non-councillors as standing or co-opted members as required.
Chair & Vice Chair:	
Responsibilities:	1. to make recommendations to the Community & Environment Committee about the planning and delivery of social, civic and democratic events by the Town Council; 2. oversight of the Town's main events, including Peterlee Show, Peterlee Fake Festival, Mayoral/civic calendar, Pantomime, Annual Parish Meeting, etc
Specific delegated authority:	<ul style="list-style-type: none"> - to oversee and agree the specification of services related to the planning and provision of events - to make recommendations to Council, Resources or Community & Environment Committees on expenditure for Town Events
Delegated Budgets:	Town Events (within individual budget heading limits agreed by Community & Environment Committee)
Meeting Frequency:	As required, quarterly as a minimum.
Public and Press open access to meeting:	Yes.
Council Officers advising the Committee:	Town Clerk /Deputy Town Clerk Events Coordinator

FW: The Hearts of Oak, Peterlee

Reception

Mon 24/04/2017 09:35

To: Ian Morris <clerk@peterlee.gov.uk>;

 1 attachments (580 KB)

Letter to Peterlee town Council advising of nomination received - 21 April 2017.docx;

From: Right To Bid [mailto:Right-To-Bid@durham.gov.uk]

Sent: 21 April 2017 11:29

To: Reception <council@peterlee.gov.uk>

Subject: The Hearts of Oak, Peterlee

Dear Mr Morris

Please find attached a letter advising of a nomination received to include The Hearts of Oak as an Asset of Community Value.

Should you wish to make any comments on the nomination could you please forward to these to me by the 12th May 2107.

Yours sincerely

Peter Howson DiP TP, MRTPI

Accommodation Strategy Officer

Assets

Regeneration and Local Services

County Hall

Durham

09/05/2017

Mail – clerk@peterlee.gov.uk

DH1 5UL

☎ 03000 267482

Mobile: 07748148384

✉ Right-To-Bid@durham.gov.uk



Council of the Year



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Contact: Peter Howson
Direct Tel: 03000 267482
email: Right-To-Bid @durham.gov.uk
Your ref:
Our ref: AM/PEH



Mr I Morris
Peterlee Town Council
Shotton Hall
Old Shotton
Peterlee
County Durham
SR8 2PH.

9 May 2017

Dear

The Hearts of Oak, Peterlee – Assets of Community Value Localism Act 2011

Notice of application for Inclusion on the County Council of Durham's List of Assets of Community Value ("the List") under the Localism Act 2011

I write to inform you that the Council has received a nomination from the Hearts of Oak Supporters Group Peterlee to have the above property listed as an Asset of Community Value under the Community Right to Bid legislation brought in under the Localism Act 2011 and the Assets of Community Value (England) Regulations 2012.

The Council has to decide whether or not to list the asset by the 14th June 2017. The decision as to whether the nominated assets are of community value being taken by the Head of Planning and Assets.

Assets that are considered to be of community value will then be added to the 'List of Assets of Community Value' and will remain on the list for five years and a charge will be registered against the property. When the five years have expired, an eligible community organisation can submit a new nomination.

The owner of the property can object to their property being placed on the List and they have a right to an internal review by the Council of the decision to list. Should the owner remain in disagreement with the listing following the internal review, they have a right of appeal to an independent Tribunal. During an appeal process the asset will remain on the List and will only be removed in the event of a successful review or appeal.

Should you wish to submit any representations on the nomination, could I request that these are made by the **12th May 2017**. This will allow for the Panel meeting to be held and the appropriate delegated Authority to be issued within the prescribed period for determining the nomination.

Yours sincerely

P. Howson

Peter Howson
Accommodation Strategy Officer

Asset Management, Regeneration & Economic Development

Durham County Council, County Hall, Durham DH1 5UL DX 722100 Durham 16
Main Telephone 03000 26 0000 Minicom (0191) 383 3802