



# PETERLEE TOWN COUNCIL

Date of Issue: 6<sup>TH</sup> November 2019

**A MEETING OF THE SCRUTINY & PROGRESS COMMITTEE WILL BE HELD ON FRIDAY 15<sup>TH</sup> NOVEMBER 2019 IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE at 10.00AM**

Mr I Morris M.C.I.H, P.S.L.C.C.

Town Clerk

## **A G E N D A**

**Members of the Committee and members of the public are reminded that the public part of the meeting may be recorded in both audio and video, and photographs may be taken.**

**1. Apologies for Absence**

Members are cordially invited to inform the Deputy Town Clerk of their apologies as soon as practicable.

**2. To receive declarations of interest**

Members are reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise. Please seek advice from the Town Clerk or Deputy Town Clerk prior to the meeting if in doubt.

**3. The Minutes of the Last Meeting, Shotton Hall held on 4<sup>th</sup> October 2019 & The Pavilion held on 25<sup>th</sup> October 2019**

(attached)

4. Exclusion of the Press and Public

Members are asked to resolve that in view of the confidential nature of the items to be discussed in the next item, the committee 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 Act 1972, due to various items relating to staffing and commercial sensitivities between the Town Council and external organisations discussed in the report.

5. Shotton Hall

6. The Pavilion

To:-

Scrutiny & Progress Working Party – 14 members, Chair A Watson & Vice Chair K Hawley, T Duffy, S Franklin, M A Cartwright, K Duffy, S Miles, K Liddell, R Moore, D Howarth, G Carne, S McDonnell, C Watkins and L Fenwick.

THE MINUTES OF THE MEETING OF THE SCRUTINY WORKING PARTY  
HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE  
ON FRIDAY 4<sup>TH</sup> OCTOBER 2019 AT 10.00AM

PRESENT: COUN A WATSON (CHAIR)  
Mesdames:- K Hawley

Messrs:- G Carne, C Watkins & S Miles

1. Apologies for Absence

Apologies had been submitted and accepted from K Liddell & R Moore. **RESOLVED the Council approve the reason submitted for absence received from the Councillors listed, and their apologies for absence be recorded.**

2. 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 were given.

3. To exclude the press and public

**RESOLVED that in view of the confidential nature of the items to be discussed, the committee passed the formal resolution to exclude the press and public from the meeting, pursuant to the Public Bodies (Admissions to Meetings) Act 1961 & the Local Government Act 1972, due to various items relating to commercial operations and staffing issues at Shotton Hall.**

4. The Minutes of the Last Meeting were approved. It was noted these were minutes not notes of the meeting.

5. Shotton Hall

The Town Clerk outlined for Members the “story so far” and referred to the report to be considered at the Resources Committee on 7<sup>th</sup> October 2019 on all of the Town Council’s building stock. He also gave an update on the costs of refurbishing the toilets in Shotton Hall with an initial estimate of £130,000. It was asked how urgent the repairs to the Banqueting Suite roof was and it was confirmed this was an urgent repair. It was agreed

**RESOLVED a commitment be given by the Town Council to keep Shotton Hall in public ownership for the people of Peterlee.**

THE MINUTES OF THE MEETING OF THE SCRUTINY WORKING PARTY  
HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE  
ON FRIDAY 25<sup>TH</sup> OCTOBER 2019 AT 10.00AM

PRESENT: COUN A WATSON (CHAIR)

Mesdames:- K Hawley, D Howarth & K Liddell

Messrs:- S Miles, R Moore & T Duffy

1. Apologies for Absence

No apologies had been submitted. Reference was made to training and the submissions of apologies by a third party. **RESOLVED the Council information given be noted.**

2. 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 were given.

3. To exclude the press and public

**RESOLVED that in view of the confidential nature of the items to be discussed, the committee passed the formal resolution to exclude the press and public from the meeting, pursuant to the Public Bodies (Admissions to Meetings) Act 1961 & the Local Government Act 1972, due to various items relating to commercial operations and staffing issues at Shotton Hall.**

4. The Pavillion

The Town Clerk outlined for Members the income and expenditure for the 2018/2019 financial year and then went into the detail of the budgets. Members considered the concessionary use of the rooms in detail and then the staffing levels against operating hours. Following discussion the issued to be discussed at the next meeting were agreed.

**RESOLVED at future meetings the following items be considered:-**

- (a) Breakdown of room usage/hire per week/day**
- (b) Breakdown of concessionary users and income and value of the concessions;**
- (c) More information on room packages/hire rates**
- (d) Buildings surveys report**