

PETERLEE TOWN COUNCIL

SHOTTON HALL PETERLEE COUNTY DURHAM SR8 2PH

TELEPHONE: (0191) 586 2491 or (0191) 586 2492

FAX: (0191) 586 0370

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

E-MAIL: clerk@peterlee.gov.uk

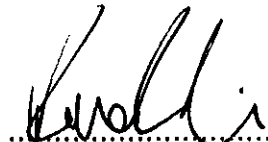
Your Ref:

Our Ref:

Date:

13th March 2017

In accordance with Paragraphs 7 & 10(2) (b) of Schedule 12A of the Local Government Act 1972 I hereby summon you to attend a Meeting of **PETERLEE TOWN COUNCIL** to be held in the Council Chamber, Shotton Hall, Peterlee, on **MONDAY 20TH MARCH 2017 at 6.30pm**


..... Ian Morris M.C.I.H.
Town Clerk
(Proper Officer of the Council)

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

The Chairman advised Members of the committee and the public that part of the meeting may be recorded by both audio and video, and it may be that photographs were taken.

BUSINESS TO BE TRANSACTED

1. **APOLOGIES FOR ABSENCE**

2. **POLICE UPDATE**

Presented by Inspector Lee Blakelock, Peterlee NPT, Durham Constabulary

A PACT Meeting shall be held at 6.00pm at Shotton Hall, prior to the Council Meeting for members of the public and Councillors to raise local Police related issues before the main meeting.

3. **PUBLIC PARTICIPATION SESSION**

Will be held to allow Members of the public an opportunity to put questions to the Council

4. **TO APPROVE THE MINUTES OF THE COUNCIL MEETING OF THE 20TH FEBRUARY 2017** (Circulated)

5. **THE MINUTES OF THE MAYOR'S COMMITTEE OF THE 20TH FEBRUARY 2017** (Circulated)

6. **THE MINUTES OF THE SHOW WORKING PARTIES OF THE 23RD FEBRUARY 2017 & 13TH MARCH 2017** (Circulated)

7. **THE MINUTES OF THE MEETING OF THE TWINNING SUB COMMITTEE OF THE 27TH FEBRUARY 2017** (Circulated)

To consider the report of the Town Clerk regarding financial support to this Summer's Twinning visit (Circulated)

8. THE MINUTES OF THE SHOTTON HALL COMMITTEE OF THE 27TH FEBRUARY 2017 (Circulated)

9. THE MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE OF THE 6TH MARCH 2017 (Circulated)

Matters Arising

- (i) Minute Number 125 - Members Initiative Fund

For Members to consider any final awards from their current budget and to confirm awards agreed to the Citizens Advice Bureau.

- (a) Oakerside Community Centre

To consider this request for funding (Circulated)

- (ii) Application for Grant Funding – County Durham Citizens Advice

To inform Members of an application for grant funding from County Durham Citizens Advice to provide additional sessional worker support and volunteer recruitment for the Peterlee Area
(Circulated)

10. THE MINUTES OF THE PLANNING COMMITTEE OF THE 6TH MARCH 2017 (Circulated)

11. THE MINUTES OF THE ESTABLISHMENT COMMITTEE OF THE 6TH MARCH 2017 (Circulated)

12. THE MINUTES OF THE PARKS & CEMETERY MEETING OF THE 13TH MARCH 2017 (Circulated)

13. THE MINUTES OF THE EXTRA ORDINARY COUNCIL MEETING OF THE
13TH MARCH 2017 (Circulated)

14. BREWERY TENDER

To receive a report and recommendation to award a contract for the provision of draught beers, wines and packaged goods (Circulated)

15. 1 – 5 ELLISON MEADOW – PROPERTIES TO BE INCLUDED IN THE
EDENHILL WARD

For Members to note this inclusion

16. ST BEDES, OUR LADY OF THE ROSARY, BYRON COLLEGE – 20MPH
SPEED LIMIT (Circulated)

Comments and views requested by DCC for no later than 31st March 2017

17. PROPOSED ALTERATIONS TO PETERLEE TRAFFIC REGULATION
ORDERS

Details from DCC on proposed alterations for O'Neill Drive, Birchwood Drive, Westway and Church Close (Circulated)

18. SPOKESPERSON OF THE LABOUR POLITICAL PARTY'S REPORT

19. SPOKESPERSON OF THE NEP MEMBER'S REPORT

MINUTES OF THE COUNCIL MEETING OF THE 20TH FEBRUARY 2017

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 20TH FEBRUARY 2017 at 6.45PM

PRESENT:- COUN M A CARTWRIGHT (CHAIR)

Mesdames:- K Liddell, S Simpson, S McDonnell, L M Wood, V Watson & K Hawley

Messrs:- G L Carne, L Cook, S Miles, R Kyle, C Robbins & A Watson

133. APOLOGIES FOR ABSENCE

Apologies had been submitted from Councillor G Cowie, J Alvey, R J Curtis, C J Metcalfe, C Watkins & H Bennett, MBE.

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.

134. POLICE UPDATE

Inspector Lee Blakelock Peterlee NPT, Durham Constabulary had attended the PACT Meeting and members of the public had been in attendance. He reported that O'Neill Drive had been discussed and a local resident at the Council Meeting reported there were still massive problems with parking there. It had been rumored the Leisure Centre was to start to charge for parking. Local Members suggested they could carry out a parking survey to support and gather evidence of parking trends at the Urgent Care site. Anti

social behavior in the Town Centre was reported as being a big issue and there was discussion on how this was being approached by the various partners. It was asked what progress had been made with regard to use of the former Youth Club in the Town Centre. The Town Clerk assured he would seek progress from DCC/and or Praxis on this matter and report back to Members.

A number of Members gave reports of issues in their Wards including off road bikes and resident parking issues.

RESOLVED:

- (i) the Town Council lobby the Peterlee Community hospital to get the parking charges removed completely;**
- (ii) an update report be given on future youth provision in the Town and if appropriate a representative of the youth Strategy Meeting Group, organised by the East Durham Area Action Partnership, be invited to a future meeting to explore how the Town Council could actively engage with youth provision in the Town.**
- (iii) Inspector Blakelock be thanked for his attendance and involvement with the meeting.**

135. 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 then allowed each to speak in turn. The first speaker spoke on issues with dog fouling and school gate parking. There was considerable discussion on the issue of dog fouling and it was suggested that this should be considered in further detail at a future meeting where examples of good practice could be considered. A Local Member suggested employing an operative to clean up dog dirt from footpaths, with council tax being increased to fund this service; it was felt this could be an excellent public service to provide. Reference was made to DCC "Civic Pride" Scheme.

MINUTES OF THE COUNCIL MEETING OF THE 20TH FEBRUARY 2017

A member of the public asked about the temporary cabin that was on site at Thorntree Gill Leisure Gardens site and what were the options for its replacement. He had heard it was not to be replaced as meetings were being held at the Rugby Club Eden Lane. The Town Clerk confirmed that no decision had been made to not replace the cabin, and that a further update would be brought to the next Parks & Cemetery Committee.

RESOLVED the Town Council consider a more proactive approach to dog fouling and a further report be made to the Parks & Cemetery Committee in due course. FURTHER RESOLVED an update on the cabin at the Thorntree Gill, be awaited.

136. THE MINUTES OF THE COUNCIL MEETING OF THE 23RD JANUARY 2017 a copy of which had been circulated to each Member, were approved.

The Town Clerk advised he had met with the Town Centre Manager to discuss the parking charges being applied in Peterlee Town Centre and Ms Bromwich had confirmed that a new contract for parking enforcement in the Town Centre was in place as of 1st January 2017. She stressed that in most of the main carparks the charges and time restrictions had remained the same. The only changes that had been made were to the car park next to the post office and for it to be a short term, (20 minutes or so), "nip in" car park. Further improvements had also been made including marking of car parks and double yellow lines around servicing routes.

RESOLVED the information given, be noted.

137. THE MINUTES OF THE MAYOR'S COMMITTEE OF THE 23RD JANUARY 2017 a copy of which had been circulated to each Member, were approved.

MINUTES OF THE COUNCIL MEETING OF THE 20TH FEBRUARY 2017

138. THE MINUTES OF THE SHOW WORKING PARTY OF THE 30TH JANUARY 2017 a copy of which had been circulated to each Member, were approved.
139. THE MINUTES OF THE HEALTH & SAFETY CONSULTATIVE COMMITTEE OF THE 30TH JANUARY 2017 a copy of which had been circulated to each Member, were approved, subject to Councillor S Simpson being included in the list of those in attendance.
140. THE MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE OF THE 6TH FEBRUARY 2017 a copy of which had been circulated to each Member, were approved.
141. THE MINUTES OF THE PLANNING COMMITTEE OF THE 6TH FEBRUARY 2017 a copy of which had been circulated to each Member, were approved.
142. THE MINUTES OF THE ESTABLISHMENT COMMITTEE OF THE 6TH FEBRUARY 2017 a copy of which had been circulated to each Member, were approved.
143. THE MINUTES OF THE PARKS & CEMETERY MEETING OF THE 13TH FEBRUARY 2017 a copy of which had been circulated to each Member, were approved.
144. PLANNING

Further to discussions at the last meeting and the planning meeting it was reported details of this application had now been listed by DCC:-

MINUTES OF THE COUNCIL MEETING OF THE 20TH FEBRUARY 2017

Land at Peterlee Lodge Hotel, Bede Way, use of land as hand car wash

Members asked that the details be given to the Horticultural Supervisor to consider and make comment, and endorsed the comments already submitted on behalf of the Town Council in terms of concerns at the affects of the activity may have on the neighbouring Dene Parks area.

RESOLVED the course of action as suggested, be taken.

145. REMEMBRANCE DAY PARADE

This item had been requested by the Mayor, Councillor Cartwright where she asked the Town Council to consider taking on the organisation of this Event. She explained there was now not a branch of the British Legion in Peterlee and the representatives had approached the Mayor to see if the Town Council would take on the Parade. Members fully supported this action and it was **RESOLVED a Working Party be established with all Councillors and willing partners to take this forward.**

146. CONSULTATION OF PROPOSAL TO REMOVE STREET LIGHTS

Members were circulated with details of a DCC consultation on the proposal to remove street lights in our locality at various locations in and around Shotton and the road from Shotton to Easington. Copies of the surveys carried out were also available. Members were strongly opposed to these plans, both in terms of fear of crime and road safety.

RESOLVED these objections be submitted to DCC for their consideration.

147. 2017/18 BUDGET

MINUTES OF THE COUNCIL MEETING OF THE 20TH FEBRUARY 2017

Members were presented with the finalised Budget 2017/18 Report, a copy of which had been circulated prior to the meeting.

RESOLVED Members note the contents of the report and agree the final detail of the budget for 2017/18 as detailed in the report.

148. FREEDOM OF INFORMATION ACT – DECISION NOTICE FROM THE INFORMATION COMMISSIONER'S OFFICE

Members were circulated with a copy of the report of the Town Clerk informing them of a recent Information Commissioners Office decision notice about the Town Council (reference FS50651244).

It was **RESOLVED** Members note the contents of the report and the outcome of the ICO's decision notice which upholds the Council's position on ensuring it complies with the Data Protection Act and Freedom of Information Act, (FOIA), requirements.

149. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC

IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING 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, 1960 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

150. CODE OF CONDUCT REPORT

The final report of DCC Monitoring Officer into Code of Conduct Investigation had been received and a copy circulated to each Member for their consideration. The Town Clerk stressed the contents of the reports should remain confidential.

RESOLVED the contents of the report of the Town Clerk and the Monitoring Officer's final report, be noted.

151. LETTER FROM THE TOWN CLERK

Members considered the report from the Mayor, Chair of the Council, which notified the Town Council of a letter from the Town Clerk regarding alleged inappropriate behavior by a Local Member and she read out the letter received.

Members expressed their total support for the Town Clerk and his work and it was asked if there was anything further they could do to support him.

RESOLVED the action taken by the Town Clerk in blocking e mails from this Local Member concerned and also that any future contact with Council Officers for information etc be made through the Mayor or the Chair of the appropriate committee. This sanction to remain in place until the findings of the Standards Hearing are published, at which time the Council review the sanction as appropriate.

152. SPOKESPERSON OF THE LABOUR POLITICAL PARTY'S REPORT

Councillor Kyle advised he had nothing to report.

153. SPOKESPERSON OF THE NEP MEMBER'S REPORT

Councillor Watson spoke on the street light consultation saying "we may not have the right to light but we have a right to feel safe".

PETERLEE TOWN COUNCIL

THE MINUTES OF THE MAYOR'S COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL,
PETERLEE

ON MONDAY 20TH FEBRUARY 2017 AT 6.30pm

PRESENT: S MILES (CHAIR)

Mesdames:- L M Wood, K Liddell, S McDonnell,
S Simpson, M A Cartwright, V Watson & K Hawley

Messrs:- A Watson, C Robbins, R Kyle, C Watkins,
G L Carne & L Cook

58. APOLOGIES FOR ABSENCE

Apologies had been submitted from Councillors J Alvey, R Curtis, C Watkins, C J Metcalfe & G Cowie.

RECOMMENDED the Council approve the absences received and the apologies for absence be recorded.

59. THE MINUTES OF THE LAST MEETING, a copy of which had been circulated to each Member, were accepted.

60. CHARITY BURNS SUPPER NIGHT, 28TH JANUARY 2017

Members were circulated with a copy of the balance sheet prepared following this event, which resulted in a profit to the Charity Appeal fund of £539.09. The Mayor reported the event had gone well and those that had attended had been very

impressed and enjoyed it and she hoped it may be repeated in future years.

RECOMMENDED the information given, be noted.

61. UP TO DATE BALANCE OF CHARITY APPEAL

It was reported the Charity Appeal fund balance stood at £11,040.00, this included the £300.00 donation already made.

RECOMMENDED the information given, be noted.

62. SKY DIVING EVENT

The Mayor advised she had recently won a sky diving event and her daughter was to do the jump for her charity appeal fund.

RECOMMENDED the information given, be noted.

MINUTES OF THE TWINNING MEETING OF THE 27TH FEBRUARY 2017

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE TWINNING

SUB COMMITTEE HELD IN THE COUNCIL CHAMBER,

SHOTTON HALL, PETERLEE

ON MONDAY 27TH FEBRUARY 2017 at 6.30pm

PRESENT: M A CARTWRIGHT (CHAIR)

Mesdames:- S Simpson & S McDonnell

Messrs:- W M Jeffrey, L Cook, S Miles, R Kyle, G Carne
and C Watkins

Twinning Representatives:
Mr M Brown & G Stokoe

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

1. APPOINTMENT OF CHAIRMAN

**RECOMMENDED that Councillor M A Cartwright be appointed
Chairman of the Twinning Sub Committee for the ensuing year.**

2. APPOINTMENT OF VICE CHAIRMAN

RECOMMENDED that Councillor S Miles be appointed Vice Chairman of the Twinning Sub Committee for the ensuing year.

3. APOLOGIES FOR ABSENCE

Apologies had been submitted and accepted from Councillors K Liddell, G Cowie and A Watson.

RECOMMENDED the Council approve the reasons submitted for absence received, on the grounds where provided, and the Councillor's apologies for absence be recorded.

4. PRESENTATION BY THE PETERLEE & NORDENHAM FRIENDSHIP ASSOCIATION

Representatives of the Peterlee and Nordenham Friendship Association, (PNFA), were in attendance at the meeting and began their presentation making reference to the Pledge of Partnership, which the Chair then read out for the meeting.

The PNFA representatives outlined a request for financial assistance for the planned Twinning visit. Visitors were due to arrive on 29th June 2017 for a stay of seven days. It was reported currently the number of visitors from Germany had been capped at 35, 12 of whom were children aged between 10 – 16 years of age. It was stressed that the host allowances, currently £10.00 per person per night, were essential to the continuance of a successful community based twinning visit.

Councillor Cook asked for it to be recorded that he was against funding being granted to the PNFA as he felt there was a lack of evidence of fund raising by the group and this lead to a reliance on the Town Council.

PNFA reminded Members that the Twinning partnership was the Town Council's and not the PNFA's, and the PNFA role was to provide

MINUTES OF THE TWINNING MEETING OF THE 27TH FEBRUARY 2017

support to the Town Council for the operational running of the Twinning arrangements. The Committee were also asked to consider how best to begin the process of determining the future of the Town Twinning arrangement with Nordenham.

The Town Clerk suggested a Twinning Working Party should be established with partners such as the PNFA, schools, the council etc.

RECOMMENDED a grant of £2,600 be made to the PNFA to fund a host allowance for each guest and an amount towards an activity. The Town Clerk being granted approval to grant additional host allowances, in consultation with the Chair.

THE MINUTES OF THE SHOTTON HALL COMM OF THE 27TH FEBRUARY 2017

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE SHOTTON HALL
COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL,
PETERLEE

ON MONDAY 27TH FEBRUARY 2017 at 7.30pm

PRESENT: COUN S McDONNELL (CHAIR)

Mesdames:- S Simpson & M A Cartwright

Messrs:- G L Carne, S Miles, W M Jeffrey, C Watkins, L Cook,

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

16. APOLOGIES FOR ABSENCE

Apologies had been submitted and accepted from Councillors K Liddell, G Cowie and A Watson.

RECOMMENDED the Council approve the reasons submitted for absence received, on the grounds where provided, and the Councillor's apologies for absence be recorded.

17. THE NOTES OF THE LAST MEETING OF THE 28TH NOVEMBER 2016, a copy of which had been previously circulated, were noted.

18. THE REPORT OF THE FACILITIES MANAGER

The report of the Facilities Manager, a copy of which had been circulated to each Member, was considered and included the following items:- stocktaker's report, purchase of a new ice machine, purchase of new vacuum cleaners, Shotton Hall events, social media update, details of the new packages being offered to customers, customer feedback redecoration, the brewery tender and finally the change of use of the Heritage Room.

Members asked about the usage report and that they felt it had been a useful document, it was agreed this be considered and a report be produced for the next meeting. The success of the Brunch with Santa was discussed with the Facilities Manager recommending that it be hosted again this year.

It was reported that a feasibility study was being prepared into the change the use of the Heritage Room with a bar as a permanent feature and private dining. The Town Clerk reported on progress with the reception area and the trial of relocating staff to a more suitable working environment as well as more efficient use of staff time.

RECOMMENDED:-

- (i) The information given in the report be noted;**
- (ii) Endorsement of the action taken in purchasing a new ice machine for the Brandlings Suite, be endorsed;**
- (iii) Permission be granted for the purchase of replacement vacuum cleaners at a total cost of £820.00 plus vat;**
- (iv) Brunch with Santa be held again this year;**
- (v) Examples of the new packages being offered be brought to the next meeting;**
- (vi) Approval be given to the acceptance of the price obtained from R Wood decorating at £3,920.00 for the**

re decoration works, (which did not include the cost of the wall paper).

19. PARANORMAL ACTIVITY

This item had been requested by the Mayor, Councillor Cartwright who asked what progress had been made with this event/opportunity. It was reported a customer booking had been made for a recent investigation which were a group of amateurs. The Town Clerk suggested he could look into getting a bona fide group organisation into Shotton Hall to carry out an investigation.

RECOMMENDED this course of action be agreed.

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE PETERLEE SHOW WORKING
PARTIES

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL,
PETERLEE

ON THURSDAY 23RD FEBRUARY & MONDAY 13TH MARCH 2017

PRESENT: COUN S MILES (CHAIR)

Mesdame: S Simpson & K Hawley (on 23 February only)

Messrs: L Cook, W M Jeffrey, G L Carne & A Watson

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

9. APOLOGIES FOR ABSENCE

Apologies had been submitted from Councillor K Liddell (work), S Simpson and G Cowie.

**AGREED the Council approve the reasons submitted for absence
received and the apologies for absence be recorded.**

10. DOG SHOW

At the meeting held on 23 February 2017, Members considered the layout and organisation of this year's event in detail.

Following considerable discussion it was agreed that:-

- (i) **The Dog show be held outside with wet weather accommodation inside the marquee;**
- (ii) **An exercise area be provided for the dogs;**
- (iii) **The Dog Show continue to be a KC Registered event and this be advertised on the schedule;**
- (iv) **An entry fee of 50p per class be charged, with the monies raised being donated to Stray Aid;**

- (v) Entries to be taken from 11.30 with a strict closing time of 1.00pm;
- (vi) The prizes and rosettes be given to the winners from a table in the marquee, with the Judge awarding a ticket which then could be used to claim the prize and rosette. Two persons were needed to man this stand. Councillor Hawley volunteered to help;
- (vii) There would be segregated areas both inside and outside for the public to watch the Show with entrants having a separate area to the public.
- (viii) Spectator seating of some type, even straw bales, be provided around the outdoor arena.

11. HORTICULTURE SHOW

At the meeting held on 13 March 2017, Members considered the Horticulture Event/Show. The Show Co ordinator advised that Mr Terry Duffy had come forward with an offer to organise the event this year.

Members wished to confirm the event should be held in the William Jeffrey Room in the Pavilion; as such the space available was limited so it was suggested that the number of classes be reduced.

The past level of interest and number of entries it was felt was a good gauge to determine whether or not to keep the class, however it was agreed the Co Ordinator discuss this with the Organiser to agree the detail.

It was also suggested that the prize money should be reduced, (with a notional lower limit of £500.00), again for this to be considered further with the Co Ordinaotr and the Organiser. Entry should again be free this year. It was noted there was a room hire charge against the event and needed to be considered against the budget.

THE MINUTES OF THE MEETING OF THE
FINANCE AND GENERAL PURPOSES COMMITTEE
HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE
ON MONDAY 6TH MARCH 2017 AT 6.30PM

PRESENT: COUN S MILES (CHAIR)

Mesdames:- S McDonnell, K Liddell, M A Cartwright & K Hawley

Messrs:- G L Carne, L Cook, C Robbins, R Kyle, W M Jeffrey, C Watkins & A Watson

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

The Chairman advised Members of the committee that part of the meeting may be recorded by both audio and video, and it may be that photographs were taken.

117. APOLOGIES FOR ABSENCE

Apologies had been submitted and accepted from Councillors S Simpson, D Sillito, R J Curtis, H Bennett, C J Metcalfe and G Cowie.

RECOMMENDED the Council approve the reason submitted for absence received from the Councillors listed, on the grounds where given above, and their apologies for absence be recorded.

118. Citizens Advice County Durham

The Chair welcomed Neil Bradbury, Chief Executive and Sarah Ward, Client Services Manager for Peterlee & Seaham Offices of Citizens Advice Bureau, County Durham Citizens Advice (CA) to the meeting. An overview of the services and support provided at the CA hub in Peterlee every week was given for Members. Three days of drop in advice

sessions are offered in Peterlee every week along with an advice line which was available 5 days a week. The service was lead by volunteers and in 2015/16 had over 800 unique clients with over 1,600 appointments provided, with an approximate impact on the local economy of Peterlee of £2m. Help was provided on all sorts of issues with a large percentage on benefits and debt advice. With the changes to the benefits system it was anticipated this demand would rise significantly. Other services were offered from the Peterlee Office such as a food bank, Northern Rights, duty solicitors, Durham County Carers and Welfare Rights. Reference was made to the closure of Walkers/Pepsico and the work the CAB were to begin with their employees. There was a brief question and answer session.

RECOMMENDED consideration of a grant to the CA County Durham be considered further at item 125 and the Officers be thanked for their attendance.

119. The Minutes of the Last Meeting a copy of which had been previously circulated, were approved.

120. Report of the Scrutiny Meeting of the 3rd February 2017

The Minutes from this meeting had been circulated to each Member for their consideration and information.

RECOMMENDED the minutes be accepted.

121. The Report of the Finance Sub Committee Meeting of the 9th February 2017 a copy of which had been circulated to each Member, was approved.

122. Peterlee Youth Opportunities – Notes from the 1st Meeting of this Group held on 1 February 2017

Members were asked to note the discussions of the Group relating to Youth Provision in Peterlee. This report was of particular relevance to the ongoing conversation regarding youth provision in Peterlee. Members were also asked to note that the Town Clerk/Deputy Town Clerk would continue to participate in this Group and keep Members updated. It was also asked if the Town Clerk could get clarification on

the ownership of the Youth Centre.

RECOMMENDED the information given be noted and progress with discussions, be awaited.

123. Summary of Income & Expenditure by Budget Heading 31st March to 31st December 2016

Members were asked to receive the summary report circulated and a verbal report on variances was given at the meeting by the Town Clerk.

RECOMMENDED the report be accepted.

124. Publications, Minutes, Bulletins etc

- (a) The Durham Ask – an opportunity to provide services locally
- (b) Charter & Charter Revision
- (c) DCC – Outcome of the Gambling Act 2005, Statement of Principles consultation
- (d) Parish Polls
- (e) Direct Information Service, Issue 901 – NALC news, other news, planning, rural affairs and events
- (f) Section 137 expenditure figure for 2017/18

It was noted that the appropriate sum for the purpose of section 137(4) of the Local Government Act 1972 for local (parish and town) councils in England for 2017/18 was £7.57.

The majority of the information given had been received via CDALC. Members were requested to note the information listed and points of particular interest were given at the meeting.

RECOMMENDED the information contained in the bulletins and circulars be noted.

125. Town Community Initiative Fund

The report of the Deputy Town Clerk advising of the balance of the fund was circulated and Members were asked to consider the use of the remaining balance of the fund. It was suggested those that still had all of their allowance available should be contacted and reminded it needed to be awarded by no later than 31 March 2017.

At this point Members also gave consideration to a grant under s142 (2A), Local Government Act 1972 Citizens Advice County Durham and amounts were **RECOMMENDED** as follows:- Councillor M A Cartwright £480.00; Cook £130; G Cowie £100; K Hawley £250.00; W M Jeffrey £200; R Kyle £100; K Liddell £150.00; G L Carne £150.00; C J Metcalfe £385.00; S Miles £100; C Robbins £450.00; C Watkins £200; A Watson £100. **FURTHER RECOMMENDED** a letter be sent to those that still had funding available to seek their wishes on how they wished for it to be used (if at all) and this be considered further at the Council Meeting.

126. Requests for a Grant/Concessionary Use

(a) Acre Rigg Social Club Over Sixties

Members considered this request for help with expenses for coach trips out, stationery, bingo books, raffle tickets, club cards etc in club lunches and social gatherings.

RECOMMENDED grants be made under s19 Local Government (Miscellaneous Provisions) Act 1976 as follows:- Councillor S McDonnell £50.00; K Hawley £50.00; G L Carne £50.00; K Liddell £50.00 and S Miles £50.00.

(b) Horden & Peterlee RFC

Members considered the request from Horden & Peterlee RFC to use the Banqueting Suites at a concessionary rate on 13th May 2017 for an Awards Evening, with approximately 180 persons attending.

RECOMMENDED free use be granted as a concession under s19, Local Government (Miscellaneous Provisions) Act 1976, subject to 150 persons attending the event.

(c) AIMS - Health & Well Being

Members considered this request for funding and were given details of the project.

RECOMMENDED grants under s19, Local Government (Miscellaneous Provisions) Act 1976 of £90.00 Councillor K Hawley; £130.00 L Cook; £70.00 Councillor McDonnell, G L Carne £50.00, S Miles £100.00 with £460.00 being funded from virement of underspend with plenary powers granted to the Town Clerk.

(d) Event Fundraising in aid of Muscular Dystrophy UK & Merrington Twins Wish List,

Members considered the request for concessionary use of Shotton Hall Friday 22nd December 2017, that had been deferred from the previous meeting.

RECOMMENDED free use be granted of the Banqueting Suites be granted for this event.

(e) Letter of Thanks & Appreciation – East Durham Trust

Members were circulated with this expression of thanks and appreciation following the recent grant being awarded to this organisation.

RECOMMENDED the information given, be noted.

127. Automated External Defibrillator Policy

This Policy had been referred from the Health & Safety Meeting for consideration and adoption and a copy of the policy had been circulated.

RECOMMENDED the use of the automated external defibrillator policy for the equipment held at The Pavilion, be adopted.

128. Peterlee Show, Medical Cover & Fireworks and Training

Members were requested to consider the tenders for the Show and for the training provision contained in the report a copy of which had been previously circulated to each Member.

RECOMMENDED:-

(i) that the quotation of Company A, NERAMS of Ferryhill in the sum of £1,781.87 and £405.62 excluding vat for the provision of medical cover for the Show and Fireworks, be accepted.

(ii) that the quotation of Company A, Nemisis of Cheshire in the sum of £2,250.00 and £3,640.00 for the provision of Fireworks at the Show and on the 4th November 2017, excluding vat to be accepted.

(iii) approval be given to commission Durham County Council to provide the training courses for Council staff, for manual handling; food hygiene; risk assessment; COSHH; working at heights, Spring maintenance of fine sports turf and Cricket wicket preparation and maintenance using the training budget within this financial year. The total cost would be approximately £2,480.00 funded from the current training and development budget.

129. Brewery Tenders

The Town Clerk advised that evaluation of the tenders received had been carried out on 3rd March 2017 and a report would be considered by the sub group appointed to consider this service provision on Friday 10th March 2017. A further report would then be made to Council for approval.

RECOMMENDED the action taken be endorsed and a further report be awaited.

Peterlee Town Council

Town Community Initiative Fund Application

Applications will only be considered from organisations where a minimum 51% of members/users are Peterlee residents.



Section 1. To be completed by the applicant.

Initiative name:

Name of organisation: *Oakside Community Centre*

Address: *Oakside Drive, Peterlee, SR8 1QB*

Telephone:

Email: *Admin@oaksidecc.co.uk*

Bank account name: *Oakside Community Association* Account number:

18

Please confirm that you are a 'not for profit' organisation with a governing document; annual accounts and a bank account in the name of the organisation with at least two unrelated signatories: ☒ YES ☐ NO

Please confirm that a minimum of 51% of the organisation's members/users are Peterlee residents. ☒ YES ☐ NO

Do you have all the necessary permissions, insurances and safeguarding arrangements etc. in place to deliver the project? (If No please give details): ☒ YES ☐ NO

Amount requested: *£ 250.00*

What will the benefits of the grant be to your organisation/the community?:

The grant would help with the ongoing costs of keeping the building running whilst also keeping the updating and improving it for all uses. Our aim is to get to the point where the building is in almost constant use and becomes a proper hub of the community to do things we need to address what we offer in terms of facilities and make the building work as efficiently as possible.

Signature (on behalf of organisation): *[Signature]*

Date: *9/3/17*

Section 2. To be completed by Councillor(s).

Declaration of Interest. A declaration of interest is required by law. If you are in doubt as to whether you should declare an interest, please contact Durham County Council for advice. If you, a member of your family; a business partner or close friend will benefit financially or otherwise from this expenditure please give details:

Councillor(s) Name(s).	Signature.	Amount £.	Date
Total Amount £.			

Please send completed form to: Peterlee Town Council, Shotton Hall, Peterlee, County Durham, SR8 2PH.
For information: Email: deputy@peterlee.gov.uk Telephone: 0191 5862491

Report to:	Peterlee Town Council
Date of Meeting:	20 th March 2017
Subject:	Application for grant funding – County Durham Citizens Advice
Report of:	Ian Morris, Town Clerk
Report Purpose:	To inform members of an application for grant funding from County Durham Citizens Advice to provide additional sessional worker support and volunteer recruitment for the Peterlee area.
Background:	<p>At an Extraordinary Meeting of the Council held on Monday 13th March 2017 Members received a verbal presentation from the Client Services Manager for Citizen Advice County Durham on proposals to provide support and assistance to local residents affected by the proposed closure of the Walkers factory by PepsiCo UK in late 2017.</p> <p>Members discussed their desire to use the Town Council's resources to best effect in minimising the effect of the proposed closure and job losses on the Town, and it was agreed that a report be brought to Council to set out further proposals to provide grant funding to Citizen Advice County Durham to enhance their reach within Peterlee over the coming year.</p>
Proposal:	<p>Citizen Advice County Durham have proposed to provide additional services to people in Peterlee through two linked initiatives:</p> <ol style="list-style-type: none"> 1. Funding for an additional experienced sessional worker to run alongside the existing volunteer service from the Peterlee office, providing a detailed appointment-based service including benefit applications, income maximisation and debt management advice; and 2. An additional day's volunteer recruitment aimed at bolstering Citizen Advice County Durham's volunteer levels in Peterlee. This would involve a dedicated recruiter for the main office. The recruitment of additional volunteers is expected to have far-reaching benefits as it will allow Citizens Advice County Durham to offer the clients and residents of Peterlee and surrounding villages more assistance, on additional days, at times that suit more people. <p>Citizen Advice County Durham can offer these additional services to the people of Peterlee at a projected cost of £12,000 per annum.</p>
Powers:	Members of the Committee are reminded that the Council is empowered to assist bodies such as Citizens Advice for services of this nature under s142(2A) of the Local Government Act 1972.
Budget:	<p>At the Finance Committee meeting of 6th March 2017 Members agreed to an allocation of £2,795 to Citizens Advice County Durham for this initiative, with a suggestion that further funding be taken from any underspend in the members initiative fund for 2016/17.</p> <p>Members are asked to formally approve this proposal, with any remaining balance for the £12,000 being taken from reserves.</p>

Recommendation:

Members are recommended to note the content of this report and:

i) agree the provision of grant of £12,000 for support and advice services by Citizen Advice County Durham under s142(2A) of the Local Government Act 1972; and

ii) agree that the proposal will be funded from a grant award from the Members Initiative Fund with any balance being taken from reserves.

PETERLEE TOWN COUNCIL

MINUTES OF THE PLANNING COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL,
PETERLEE

ON MONDAY 6TH MARCH 2017

PRESENT: COUN A WATSON (CHAIR)

Mesdames:- S McDonnell, K Liddell, M A Cartwright &
K Hawley

Messrs:- G L Carne, S Miles, C Robbins, R Kyle, W M Jeffrey,
C Watkins & L Cook

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

36. APOLOGIES FOR ABSENCE

Apologies had been submitted and accepted from Councillors S Simpson,
D Sillito, R J Curtis, H Bennett, C J Metcalfe and G Cowie.

**RECOMMENDED the Council approve the reason submitted for absence
received from the Councillors listed, on the grounds where given
above, and their apologies for absence be recorded.**

37. THE MINUTES OF THE LAST MEETING a copy of which had been
previously circulated, were approved.

38. Planning Applications

Members were advised the following planning applications had been
submitted to Durham County Council since the last meeting of this
Committee:-

- (i) 23 O'Neill Drive
Conversion of original garage into living accommodation and erection of integral side garage
- (ii) Castle Eden Dene, Stanhope Chase
Extension to existing building

RECOMMENDED the information given be noted and no comments be given.

39. Delegated Planning Decisions

Members were advised there were no details to report.

RECOMMENDED the information given be noted.

40. Sites in Peterlee – Potential New Residential Homes – Update

It was reported County Durham Housing Group had now confirmed they have received funding from the HCA for development on the sites at Matterdale Road, Thames Road and Tamar Close in January 2017 and they were currently working up proposals and seeking some planning advice from Durham County Council on these sites.

They were looking to holding public consultation events late spring/early summer this year prior to submission of a planning application and their Development Officer, Assets and Regeneration offered to come along and meet with the Town Council in advance of any consultation event if it would be of interest

Members were concerned at the number of housing developments in the Town and felt the Town was becoming a commuter town.

There was also reference to the re instatement of the grassed areas next to the houses built on the former Itec site and it was asked if this be looked into for remedial action.

RECOMMENDED that an invitation be extended to Stuart Timmiss, DCC or a suitable replacement from Planning, to come along to a future meeting to discuss Local Plan priorities for Peterlee.

PETERLEE TOWN COUNCIL

THE MINUTES OF THE ESTABLISHMENT COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL
PETERLEE

ON MONDAY 6TH MARCH 2017

PRESENT: COUN L COOK (CHAIR)

Mesdames:- S McDonnell, K Liddell, M A Cartwright &
K Hawley

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

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

**The Chairman advised Members of the committee that part of the meeting
may be recorded by both audio and video, and it may be that photographs
were taken.**

63. APOLOGIES FOR ABSENCE

Apologies had been submitted and accepted from Councillors S Simpson,
D Sillito, R J Curtis, H Bennett, C J Metcalfe and G Cowie.

**RECOMMENDED the Council approve the reason submitted for absence
received from the Councillors listed, on the grounds where given
above, and their apologies for absence be recorded.**

64. THE MINUTES OF THE LAST MEETING a copy of which had been
previously circulated, were approved.

65. OVERTIME & ADDITIONAL COSTS REPORT

Members considered an overtime report and facilities staffing report.

RECOMMENDED the overtime report be accepted.

66. ABSENCE REPORT

The Sickness Absence Report, detailing sickness absence figures for the previous month, had been circulated to each Member for information.

RECOMMENDED the contents of the report be accepted.

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE PARKS &
CEMETERY COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL

ON MONDAY 13TH MARCH 2017 AT 6.45PM

PRESENT: COUN M A CARTWRIGHT (CHAIR)

Mesdames: K Liddell, K Hawley & S McDonnell

Messrs: G L Carne, C Watkins, S Miles, W M Jeffrey,
R Kyle, D Sillito, C Robbins, L Cook & A Watson

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

65. APOLOGIES FOR ABSENCE

Apologies had been submitted and accepted from Councillors L M Wood, S Simpson, V Watson, J Alvey & G Cowie.

RECOMMENDED the Council approve the reasons submitted for absence received from Councillors, and their apologies for absence be recorded.

66. THE MINUTES OF THE LAST MEETING a copy of which had been circulated to each Member, were accepted.

67. WILD FLOWER PLANTING

The Chair welcomed Stuart Priestley, Ecology Officer, Durham County Council to the meeting. Mr Priestley gave a quick overview of the Durham wildflower planting project and explained the concept of 'gateway sites' which were key areas with high volumes of traffic. Mr Priestley provided an idea of costs associated with wildflower planting

and outlined key benefits in terms of costs, amenity and bio diversity. He stressed larger public amenity areas were best for this type of planting. The Chair opened the meeting for a question and answer session which included whether or not formal roundabouts were suitable for this type of planting, which Mr Priestley suggested they were not. Members asked about any problems and ideas about consultation with local residents. In closing the Chair thanked Mr Priestley, who offered to carry out a site visits with Town Council Officers to offer advice on wildflower planting and suitable sites.

RECOMMENDED Mr Priestley's offer be taken up and suitable sites within the Town Council's ownership and operation be considered for wild flower planting. FURTHER RECOMMENDED a wild flower planting scheme be prepared for consideration by Council.

68. MAINTENANCE OVERVIEW

Members considered the report of the Parks Supervisor giving an update on the Eden Lane Quarry project, Woodhouse Park/Helford Road, (under 7's football pitches), Leisure Gardens sites and Eden Lane Cemetery.

RECOMMENDED the information contained in the progress report, be noted.

69. SUPPLY AND FIT OF METAL WELDMESH FENCE, (EDEN Lane)

Members considered the report of the Parks Supervisor seeking approval for the procurement of a 1.8m high mesh fence around the perimeter of Rugby Pitch 2 at Eden Lane. In considering this work Members made reference to the name change to the facility and also to the opening and operating hours. Councillor Miles wished for it to be recorded that he was against these fencing works.

RECOMMENDED:-

- (i) approval be given to Rennyco Security Solutions to install a 1.8m high security fence to Pitch 2 at the Eden Lane ground at a cost of £9,155.00;**
- (ii) Members be provided with an update on the operation of the Rugby Club at Eden Lane.**

70. BIG SPRING CLEAN LITTER PICK CAMPAIGN

The report of the Town Clerk, a copy of which had been circulated to each Member, was considered. The report informed Members of the Committee of proposals for the Big Spring Clean in April 2017, including joint work with Howletch Primary School, Litterfree Durham and DCC Civic Pride teams.

RECOMMENDED the following be agreed:-

1) the development of proposals for joint work with Howletch School and DCC Civic Pride team to coordinate activity for a Big Spring Clean of the school and adjacent Woodhouse Park;

2) the promotion of the Big Spring Clean to residents of Peterlee, and support for individuals and/or groups who wish to organise local litter-picking activity in their local area in conjunction with the DCC Civic Pride team; and

3) the purchase of 30 litter picking packs for issue to local volunteers, as detailed in this report, at an approximate cost of £750 + VAT from existing budgets.

PETERLEE TOWN COUNCIL

MINUTES OF THE EXTRA ORDINARY MEETING OF THE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 13TH MARCH 2017 AT 6.30pm

PRESENT:- COUN M A CARTWRIGHT (CHAIR)

Mesdames:- K Liddell & K Hawley

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

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

154. APOLOGIES FOR ABSENCE

Apologies had been submitted and accepted from Councillors L M Wood, S Simpson, V Watson, J Alvey & G Cowie.

RECOMMENDED the Council approve the reasons submitted for absence received from Councillors, and their apologies for absence be recorded.

155. CLOSURE OF WALKERS/PEPSICO

The Chairman welcomed Ms Sarah Ward, Client Service Manager, Citizens Advice Bureau, (CAB) and Mr Simon Goon, Managing Director Business Durham to the meeting.

Councillor Watson asked what could the Councillors/Council do to support the people who may lose their jobs with the potential closure of this major employer if the Town.

Mr Goon summarised the 'rapid response' process and stressed that at this moment in time the proposed closure was out for consultation with staff and unions and this process would at the end of April 2017.

Members were concerned that support should also be provided for the many agency staff working at the site. Mr Goon agreed to clarify the position in terms of numbers of agency workers. Members felt it would be a positive move if they could receive the help that staff employed directly by the Company received. Mr Goon assured the committee that he would aim to keep the Town Council updated with this matter through the Town Clerk.

Ms Ward reported that Citizens Advice County Durham (CA) would be aiming to work with employees, their families and those that may be affected by this possible closure and they were to be as proactive as possible, and re-stated that they were unable to pre-empt the outcome of the consultation period. Ms Ward outlined a proposal for extra support that CA could provide, with a sessional worker and a dedicated recruiter to build up the local base of volunteers. Members reacted positively to the outline proposal and agreed that the Town Clerk would prepare a more detailed proposal report for Council to consider at its meeting on 20 March 2017.

The Chairman thanked both officers for attending the meeting and asked that they stay in touch with the Town Council on this issue.

RESOLVED the information given, be noted.

Report to:	Peterlee Town Council
Date of Meeting:	20 th March 2017
Subject:	Award of Brewery Tender – draught beers, wines and packaged goods
Report of:	Ian Morris, Town Clerk Julian Hunt, Facilities Manager
Report Purpose:	To inform members of the conclusion of the procurement process to select a supplier for the Council's brewery contract and recommend the award of contract.
Background:	<p>As Members are aware, in summer 2016 the Council embarked on a detailed procurement process to select a supplier/suppliers for the provision of bar supplies and related services, divided into three lots:</p> <ul style="list-style-type: none"> • Supply of draught beer, lager, cider, and associated equipment and services including bar taps / fonts, branded glassware etc. • Supply of wines. • Supply of packaged goods (spirits, soft drinks, etc.) <p>Brewery supplies are the largest single contract that the Town Council operates, with a forecast expenditure in 2017/18 of circa£140,000. Given the significance of this contract the Council nominated a brewery tender working party consisting of 5 Members to oversee the process, and Officers from the Council have worked closely with the Corporate Procurement Team at Durham County Council who have provided technical and administrative support throughout the process.</p>
Procurement:	<p>In line with the Council's Financial Regulations, the procurement process was issued under a 'restricted procedure' as defined in the Public Contracts Regulations 2015. The procurement process can be summarized as follows:</p> <p>Publication of notice in OJEU – December 2016</p> <p>Selection Questionnaires returned by prospective bidders – January 2017</p> <p>Invitations to Tender issued – January 2017</p> <p>Supplier presentation, interviews & scoring by working party – February 2017</p> <p>Completed priced tender returns received – March 2017</p> <p>Final meeting of brewery tender working party - Friday 10th March 2017</p> <p>Five prospective suppliers completed the selection questionnaires successfully and all five suppliers proceeded to the quality presentation and final costed tender stages.</p>
Quality:	<p>All five potential suppliers presented their proposals to the Brewery Tender Working Party in February 2017. Members and Officers scored each supplier up to a maximum of 5/5 for the quality of their presentation and the information and evidence that was provided.</p> <p>The Working Party agreed the quality scoring (worth 30% of the overall scoring) as follows:</p>

Company A: 4/5
 Company B: 5/5
 Company C: 4/5
 Company D: 5/5
 Company E: 5/5

The overall quality of presentations was generally good, and Members felt that companies B, D and E provided particularly strong presentations and would be companies that they would be happy to recommend to council.

Price:

Members are aware that the overall contract was split into 4 lots:

- Lot 1 – draught beer, lager and cider
- Lot 2 – wine
- Lot 3 – packaged goods
- Lot 4 – provision of all lots 1, 2 and 3 together

Detailed tender schedules were prepared by the Facilities Manager and DCC Corporate Procurement Team and all 5 suppliers submitted costed tender returns against these schedules.

The nature of the returns was such that the Council is able to consider both split-lot (lots 1-3 separately) and Lot 4 only options.

A summary cost comparison for the two options is provided below:

Item	Split Lots Option	Lot 4 option	Comments
Gratuity	£10,000	£10,000	Same gratuity offered by both options
Draughts	£200	0	Based on projected beer sales, split lot option would be £200 more than Lot 4 option
Wine	0	£200	Based on projected wine sales, Lot 4 option would be £200 more than split lot option
Packaged goods	0	0	The same supplier wins on either option so no price difference

In summary, based on projected sales for 2017/18 there is no material cost difference in awarding the contract as 3 separate lots or one single lot.

The Brewery Tender Working Party met on Friday 10th March to consider the pricing proposals in detail and, following protracted deliberations on the pros and cons of split lot versus single lot award, voted unanimously to recommend that Council approve the single lot award to Company E, Primo Drinks.

Contract:

It is proposed that the brewery contract as detailed in this report be awarded to Primo Drinks for a period of two years with an option to extend by a further year subject to proper evaluation of contract performance in years one and two.

The Town Clerk is currently working with the Corporate Procurement Team at Durham County Council on the appropriate contract documentation and

Council is asked to grant plenary powers to the Clerk to negotiate this contract with the supplier, in consultation with the Chair and Vice Chair of the Finance Committee.

Budget: The costs of the brewery contract will be met from within the agreed budget for 2017/8 and subsequent years.

Recommendation: Members are recommended to note the content of this report and:

- 1) accept the unanimous recommendation of the Brewery Tender Working Party to approve the award of the brewery contract as detailed in this report to Primo Drinks for a period of 2 years plus one year on successful evaluation of contract performance; and
- 2) grant the Town Clerk plenary powers to agree an appropriate form of contract with support from DCC Corporate Procurement Team and in consultation with the Chair and Vice Chair of the Finance Committee.

Kay Tweddle

From: Ian Morris
Sent: 01 March 2017 15:45
To: Kay Tweddle
Subject: FW: St Bedes, Our Lady of the Rosary, Byron College - 20mph Speed Limit
Attachments: St Bedes, Byron and Our Lady of the Rosary.pdf

Sent from my Xperia XA phone, please excuse brevity

----- Original Message -----

Subject: St Bedes, Our Lady of the Rosary, Byron College - 20mph Speed Limit

Sent: 1 Mar 2017 15:27

From: "Stephen Jones - Area Traffic Assistant Engineer (N'hoods)" <Stephen.Jones@durham.gov.uk>

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

Cc:

Dear Sir / Madam,

As you may be aware, your school has been selected as one of the 66 schools across County Durham to have a part-time 20mph speed limit.

The Council's Cabinet agreed a new approach to establishing 20mph limits and zones. The new approach would see part-time 20mph speed limits come into force on major roads near to 66 schools.

This would be accompanied by an educational programme to incorporate:

- Ongoing safety education for children including road awareness and cycling;
- Healthy promotion initiatives to encourage cycling and walking amongst school children and the wider population;
- Speed awareness amongst drivers and the wider population.

The purpose of this is to reduce traffic speeds around the school during the school drop off and pick up times which will improve road safety for vulnerable road users as well as making walking, cycling, and outdoor play more attractive.

The proposal is to reduce the speed limit from 30mph to 20mph outside of the school during drop off and pick up times, please find attached a plan showing the extents of the proposal.

We are keen to engage your views on the proposal, please find attached a plan showing the extents of the highway which will be effected by this proposal.

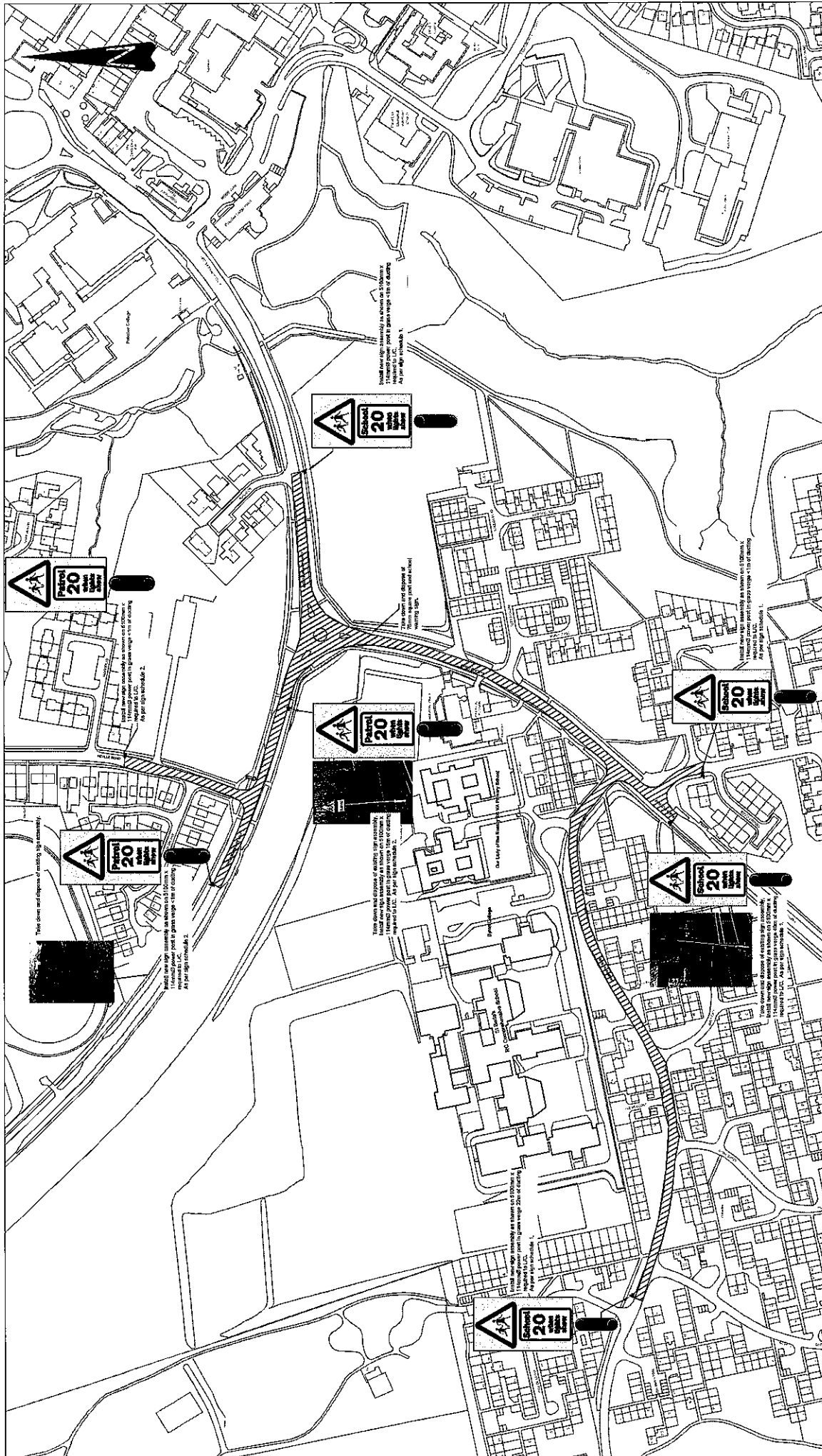
If you have any comments regarding this proposal please can you write to us expressing your views by no later than **31st March 2017**, alternatively should you wish we would be more than happy to come and meet with yourself to discuss the proposal further.


Should you be happy for the scheme to progress, we would then commence with a public consultation exercise.

If you require any further information please do not hesitate to contact me.

Kind Regards

Stephen Jones



		Project St Bede's, Byron College and Our Lady of the Rosary, Peterlee	
Drawing Part Time 20mph Speed Limit		Project/Drawing No. 20/028	
Ian Thompson Corporate Director Regeneration and Local Services County Hall Durham DH1 5UQ		A3 Landscape Scale NTS	
Rev'd 01-		Approved By Name: S. Jones Date: 19/09/16 Sign: S. Jones	
Description Of Amendments		20 mph Speed Limit	
Reproduced from Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationery Office © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. Durham County Council. LA 100049055, 2017.			

Kay Tweddle

From: Reception
Sent: 14 March 2017 08:55
To: Kay Tweddle
Subject: FW: Peterlee TRO
Attachments: Proposed EX129.pdf; Proposed EX130.pdf; Proposed FA131.pdf; Proposed FC130.pdf; Proposed FC131.pdf

From: Ben Buckley [mailto:Ben.Buckley@durham.gov.uk]

Sent: 13 March 2017 11:31

To: Maxine Stubbs <Maxine.Stubbs@durham.pnn.police.uk>; Cllr Neil Foster <neil.foster@durham.gov.uk>; Cllr Brian Stephens <brian.stephens@durham.gov.uk>; Cllr Jimmy Alvey <Jimmy.Alvey@durham.gov.uk>; Cllr Audrey Laing <audrey.laing@durham.gov.uk>; Keith Jameson <keith.jameson@durham.gov.uk>; eminto@ddfire.gov.uk; fiona.baynham@neas.nhs.uk; poskett@arriva.co.uk; northern@rha.uk.net; andy.gamblin@gonortheast.co.uk; Cllr Jan Measor <jan.measor@durham.gov.uk>; Cllr Harry Bennett <harry.bennett@durham.gov.uk>; Reception <council@peterlee.gov.uk>; Tony Leckenby <tony.leckenby@durham.gov.uk>
Subject: Peterlee TRO

All,

Please find attached the proposed alterations to the Peterlee TRO in:

O'Neill Drive

A request was received from Cllr Audrey Laing after an on-site meeting between local residents and Councillors to introduce 'no waiting at any time' in areas on O'Neill Drive which are affected by vehicles from Peterlee Community Hospital. No objections were received from statutory consultees.

Birch Wood Drive

A request was received from local business owners who identified access problems from Whitehouse Way. We propose to introduce a 'no waiting at any time' restriction to improve access and egress to the industrial estate.

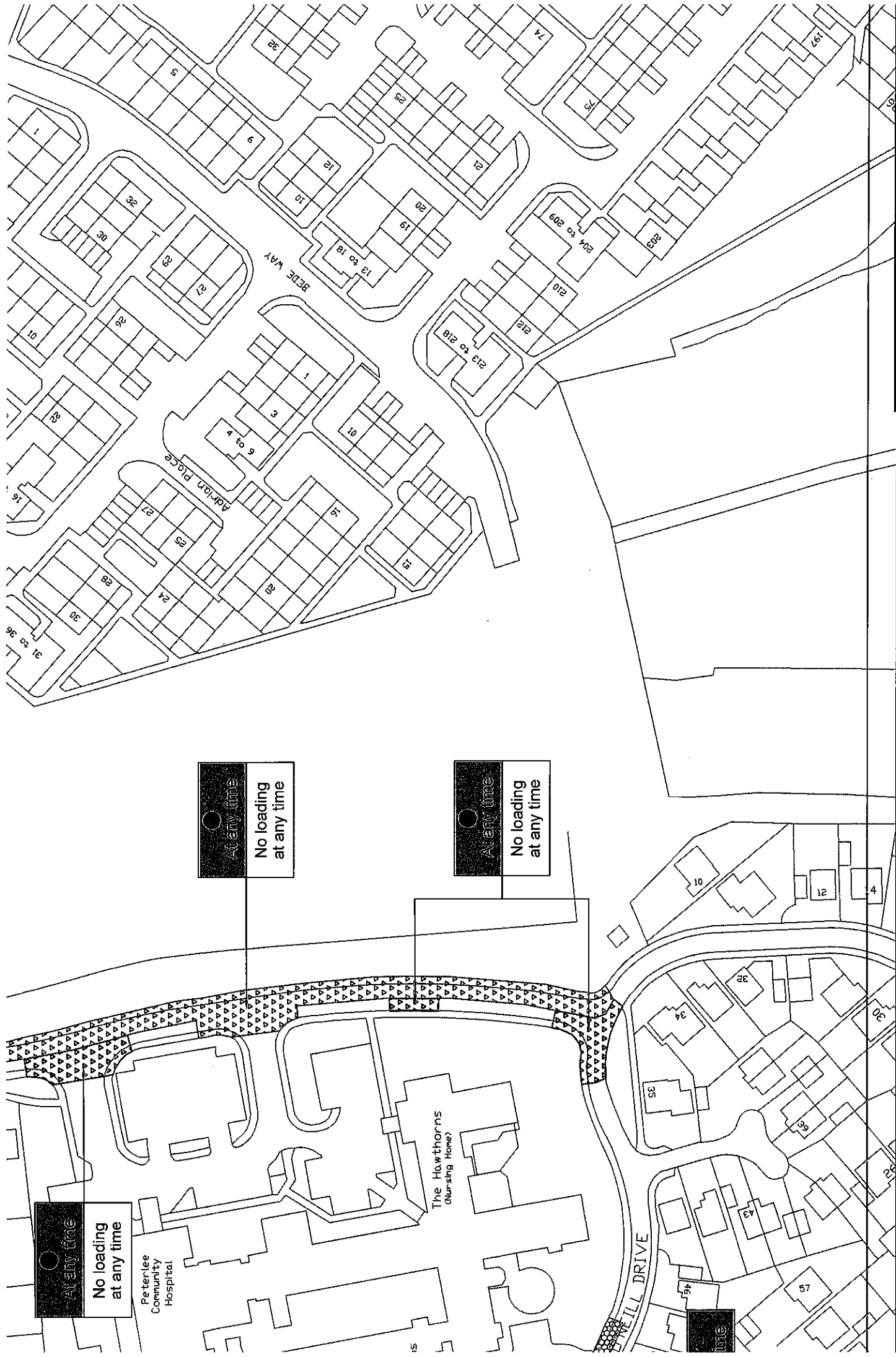
Westway

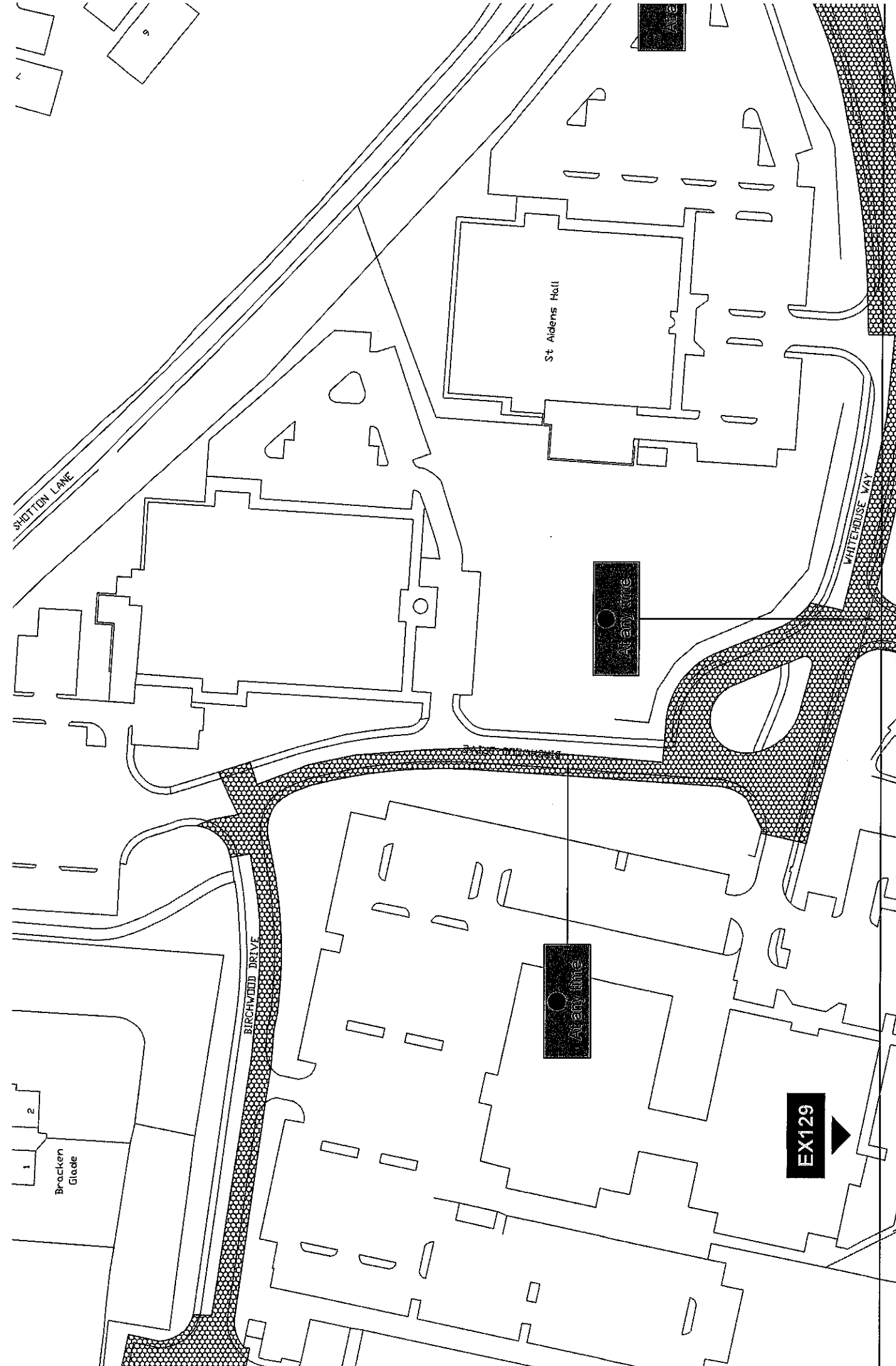
A request was received from local residents of after it was highlighted that parking during school hours was causing major disruption and posing as a hazard to children leaving the school premises. We propose to introduce a section of 'no waiting/loading at any time' and a 'school keep clear'.

Church Close

A request was received from local residents after refuge vehicles were unable to gain access to Church Close due to vehicles being parked at the junction of Manor Way. We hope to improve the access and visibility on the junction of Church Close/Manor Way by introducing a 'no waiting at any time' restriction.

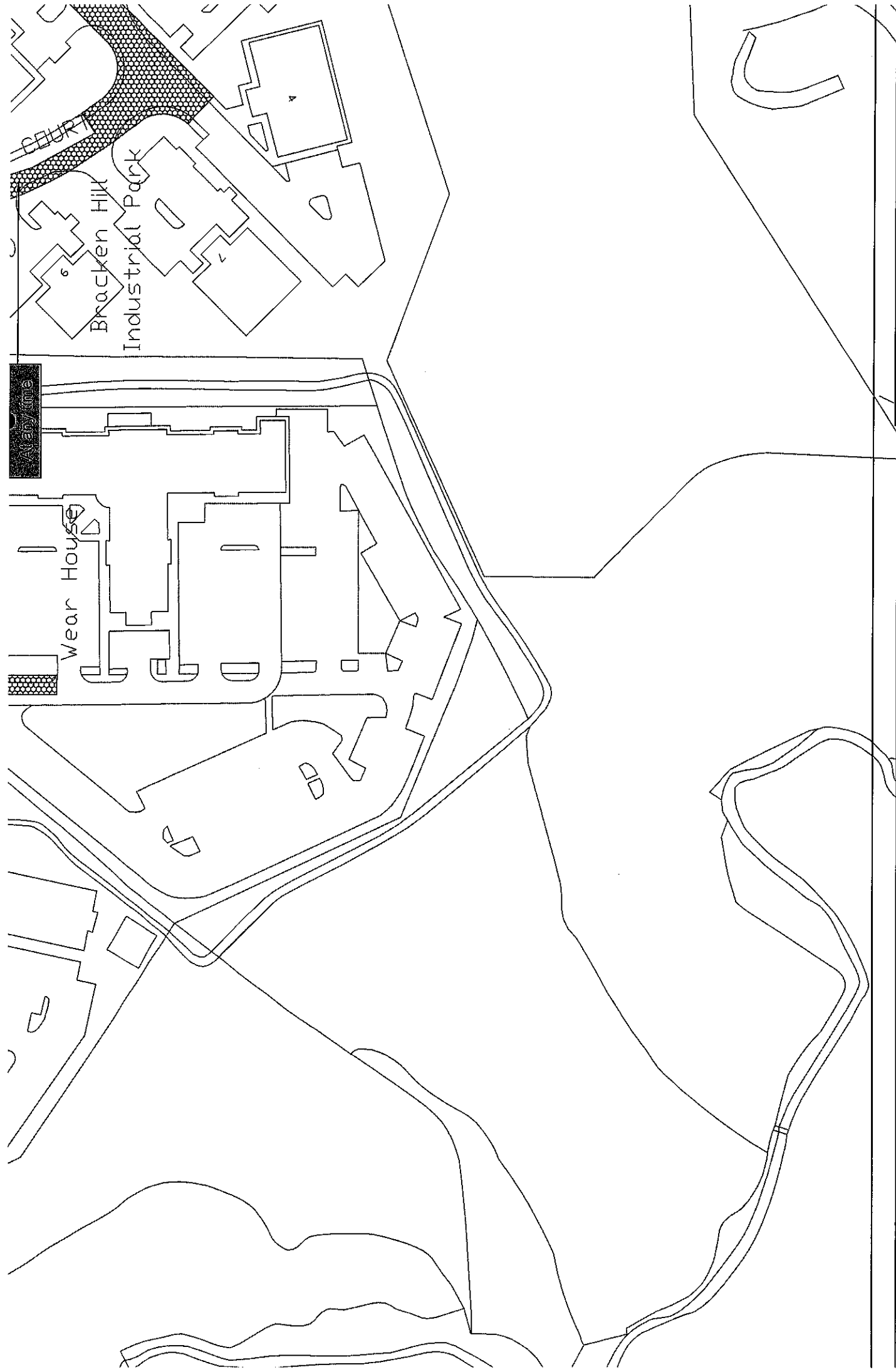
Ben Buckley
Technician
03000262734
Ben.buckley@durham.gov.uk

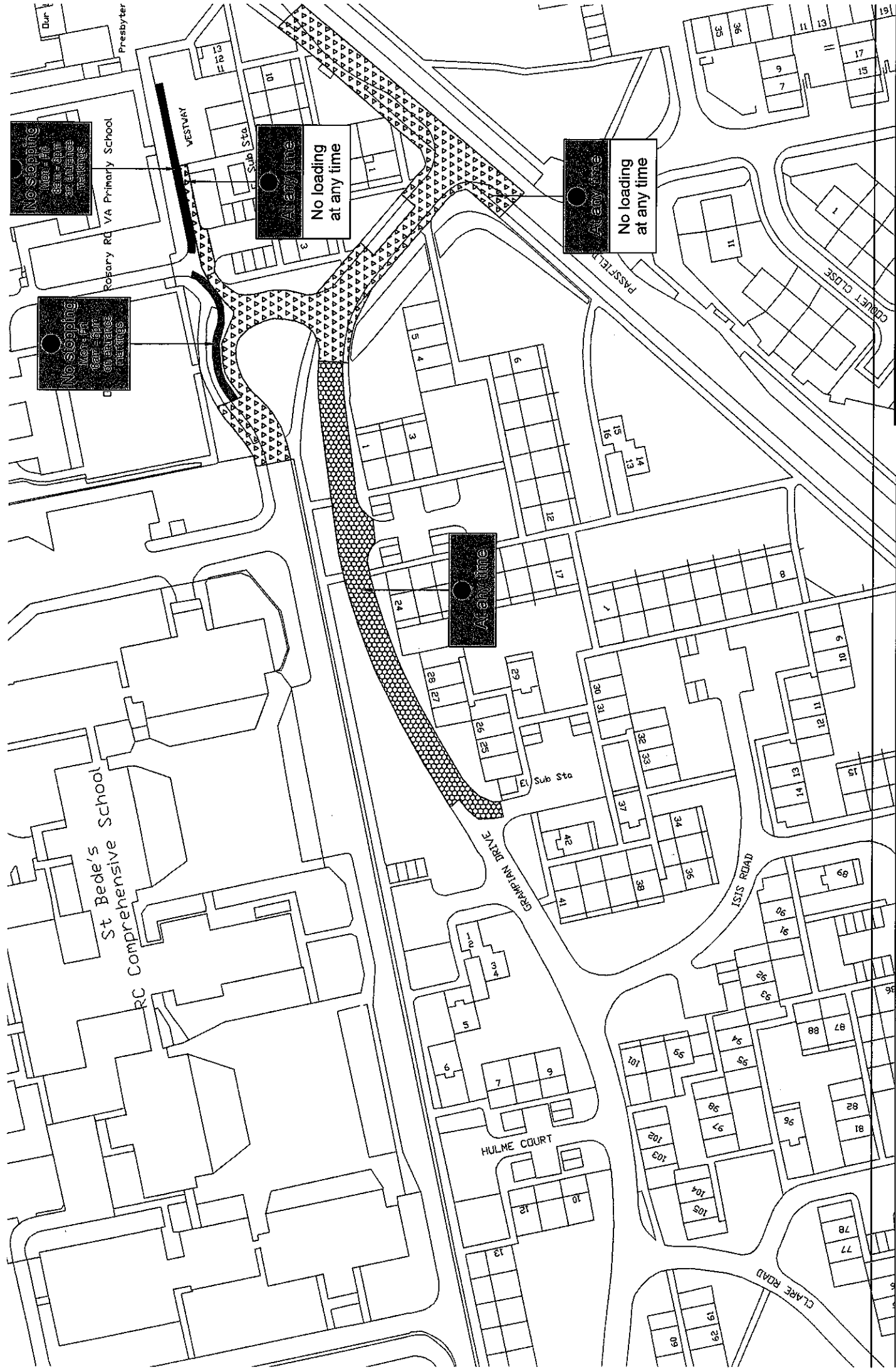




PETERLEE AND HORDLEY
PARKING AND WAITING
PROPOSED







**PETERLEE AND HORD
PARKING AND WAITING
PROPOSED**



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