



19<sup>th</sup> July 2022

In accordance with Paragraphs 8 & 10(2) (b) of Schedule 12 of the Local Government Act 1972 I hereby summon you to attend a Meeting of **PETERLEE TOWN COUNCIL** to be held in the **BRANDLING SUITES, SHOTTON HALL, PETERLEE, SR8 2PH** on **MONDAY 25<sup>th</sup> JULY 2022 at 6.30pm**

Ian Morris, P.S.L.C.C  
Town Clerk (Proper Officer of the Council)

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.

Due to the current COVID situation the capacity of the meeting room is significantly reduced and public admission to the meeting will be limited. Any members of the public wishing to attend Shotton Hall to observe the meeting are strongly advised to contact the Council in advance to reserve a seat: [council@peterlee.gov.uk](mailto:council@peterlee.gov.uk) or 0191 5862491

**Councillors and members of the public attending the meeting will be asked to wear facemasks unless medically exempt.**

### **BUSINESS TO BE TRANSACTED**

1. **Apologies for Absence**
2. **Public Participation Session**  
Will be held to allow Members of the public an opportunity to put questions to the Council. This item of business to last no more than 15 minutes, as per Council Standing Orders.

3. **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. Members are reminded that they can check their published declaration of interests here: <https://bit.ly/2wVyeLA>
  
4. **Police Update**  
To introduce and welcome Alex Gibson, Neighbourhood Sgt to the meeting
  
5. **To Approve the Minutes of the last meeting of the 27<sup>TH</sup> June 2022**  
The minutes of the previous meeting are attached for consideration and approval as a true and correct record. (attached)
  
6. **Notes of the Finance Sub Committee of the 18<sup>th</sup> July 2022**  
To confirm and endorse the resolution of the Finance Sub Committee to approve BACS payments paid (attached)
  
7. **Events programme 2023**  
  
To consider and agree Events to be held (report with suggested dates and events copy to follow)
  
8. **Spokesperson of the North East Party's Report**
  
9. **Spokesperson of the Labour Political Party's Report**

**PETERLEE TOWN COUNCIL**

**MINUTES OF THE MEETING OF THE TOWN COUNCIL**

**HELD IN THE BRANDLING SUITE, SHOTTON HALL, PETERLEE**

**ON MONDAY 27<sup>th</sup> JUNE 2022 at 6.30PM**

**PRESENT: - COUN R MOORE (CHAIR)**

**H Stockport, J Black, M McCue, K Hawley, S McDonnell, S Franklin, B Fishwick, M Sanderson & G Johnson**

**22. Apologies for Absence**

Apologies for absence were offered from Councillors K Duffy, T Duffy, A Laing, S Simpson, E Watson, D Howarth, D Hawley and M A Cartwright, D Quinn & K Liddell.

**23. Public Participation Session**

There were no members of the public present.

**24. 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 offered.

**25. To Approve the Minutes of the last meeting of the 16<sup>th</sup> May 2022**

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

26. Internal Auditor's Report

Nicola Cooke, Audit Manager at Durham County Council provided a verbal summary of the progress report confirming all reviews were complete and overall, Peterlee Town Council had been provided with a Substantial Assurance Rating and thanked everyone for their co-operation. **RESOLVED the contents of the report be noted.**

Chair R Moore thanked the Town Clerk and all staff for their hard work.

27. Peterlee Town Council Annual Return 2021/22

(i) Annual Internal Audit Report

The Town Clerk gave a verbal summary.  
**RESOLVED the information given be noted.**

(ii) Annual Governance Statement

**RESOLVED the Annual Governance Statement be approved and signed by the Chairman and the Clerk.**

(iii) Accounting Statements

**RESOLVED the Accounting Statements be approved and signed by the Chairman and the Clerk.**

28. 2021/22 Year End Budget outturn report

(i) The Town Clerk provided a verbal update for the previous quarter and confirmed management and staff were working daily to keep costs down. **RESOLVED the information given be noted.**

(ii) Member S McDonnell applauded the Senior Management Team considering the size of Peterlee Town Council's reserves, it may not have survived during this time of recouperation, however, they had managed to do that.

(iii) Due to the rise in energy costs, fuel and the cost of living, Councillor McCue asked what Peterlee Town Council were going to do to forecast this in order to help the people of Peterlee. **RESOLVED the Town Clerk look at the budget when the first quarter was complete at the end of June to consider what may be done to help.**

29. Notes of the Finance Sub Committee of the 25<sup>th</sup> May 2022 and to consider payments to be made on 27<sup>th</sup> Jun 2022

Members confirmed and endorsed the resolution of the Finance Sub Committee to approve BACS payments which had been paid during May 2022 and approved BACS payments to be made for June 2022.

30. Freedom of Information Act decision notice

The Town Clerk provided a verbal report and asked Members to note the contents of the report and the steps taken to prevent a similar issue occurring in the future. **RESOLVED the information given be noted.**

31. Proposal to establish a Climate Emergency Working Group

The Town Clerk proposed a Working Party be created to tackle to climate emergency, explaining that the Principal, Suzanne Duncan at East Durham College was passionate about climate change and sustainability and was interested in working with Members/the Council. The Town Clerk asked for approval to arrange a meeting for interested Members.

Councillor McDonnell explained that funding and grants were available from September 2022 and that Peterlee Town Council should absolutely create a Working Party as this would help with future applications. Councillors Moore and McCue agreed with this sentiment, with Councillor McCue further rationalizing that young people were very interested in climate change and approved working with East Durham College.

**RESOLVED the Town Clerk send out communication to all Members asking for interest in joining the new Working Party, at which point an initial meeting would be arranged.**

32. Spokesperson of the North East Party's Report

Councillor McDonnell commended the newest edition of the Peterlee Magazine which had just been delivered to her earlier that day, saying that it was great to see all of the Jubilee celebrations that the people of Peterlee participated in and it seemed a good time was had by all. During the Big Jubilee Lunch celebrations in Woodhouse Park, Hope & Grace rehomed 29 bicycles which were marked by Peterlee Police and she praised the great work done in achieving this.

She explained she wasn't able to attend the Music Fest during the weekend of 18<sup>th</sup> and 19<sup>th</sup> June, however, was able to hear the music from her home and was delighted to hear Flash Queen, the Queen tribute act and was in awe of their performance. The feedback received on social media had also been very positive, with people wanting the event to return in 2023.

Councillor McDonnell went on to explain that she was disappointed in the vandalism at the recently opened play area at Oakerside park, near The Pavilion and would like to encourage people to report acts of anti-social behaviour to the Police.

A huge clean-up took place at Braithwaite Road, which Councillors K Duffy, T Duffy and B Fishwick participated and wanted to praise the efforts of all involved for their hard work in collecting 1 tonne of rubbish.

Councillor M A Cartwright had made two trips to Ukraine to provide aid, as well as delivering 23 bicycles to an orphanage and commended her efforts and dedication.

**RESOLVED the information given, be noted.**

33. Spokesperson of the Labour Political Party's Report

Councillor McCue offered congratulations for the audit result and the two events which were recently held, stating that feedback for both had been very positive, which the decision to make the Music Fest free entry and family friendly being well received and she was looking forward to the Over 60's Afternoon Tea events on 30<sup>th</sup> June and 21<sup>st</sup> July.

She explained she was also delighted with the latest edition of Peterlee Magazine, particularly the great topics covered, the bright colours and great pictures. Councillor McCue also explained that she would like to offer appreciation to local resident, Lucy Wood for her contribution. Councillor McCue was also happy that as part of Durham County Council's Climate Emergency Response Plan that they were increasing tree planting in the were and welcomes this development. **RESOLVED the information given, be noted.**

34. Additional Information

Councillor Fishwick explained that although he and other Members participated in the clean-up of Braithwaite Road to collect 1 tonne of rubbish, the event was organised solely by Claire Wilkin and they were simply volunteers and would like to applaud her efforts and asked if an award could be given. It was agreed Councillor R Moore make a Mayor's Award certificate to Claire Wilkin for her outstanding service to her community.

**PETERLEE TOWN COUNCIL**

**FINANCE SUB-COMMITTEE**

**ON LINE MONDAY 18<sup>TH</sup> JULY 2022**

**Present:-**

**Councillors R Moore, S Simpson & K Liddell**

**3. ACCOUNTS FOR PAYMENT**

**Members were provided with the accounts and invoices for July 2022 to be paid by BACS in the sum of £32,324.90 and payments made by direct debit/using the debit card for June. Following checking of the documents provided, it was **RECOMMENDED that the accounts presented be paid.****

# Item 7 Peterlee Town Council proposed calendar of Events 2023

Other events/dates/budgets to be considered as part of the Peterlee 75<sup>th</sup> Anniversary

EVENT	SUGGESTED DATES	VENUE	LEAD OFFICER
OVER 60'S NEW YEAR CELEBRATION	JANUARY	SHOTTON HALL	KAY/LOUISE
CHRISTMAS PANTO'S	18th & 19 <sup>th</sup> JANUARY	SHOTTON HALL	JANET
MUSIC FEST	17 <sup>TH</sup> & 18 <sup>TH</sup> JUNE	HELFORD ROAD	JANET
PETERLEE IN BLOOM & PRESENTATION LUNCH	MON 10 <sup>TH</sup> JULY JUDGING THURS 20 <sup>TH</sup> JULY PRESENTATION LUNCH	SHOTTON HALL	JANET/LAURA
FUN DAYS (WOODHOUSE PARK)	FRIDAY 11 <sup>TH</sup> & FRIDAY 25 <sup>TH</sup> AUGUST	WOODHOUSE PARK & EDEN LANE	LAURA
NOBLES FAMILY WEEKEND	TBC	HELFORD ROAD	NOBLES
BONFIRE NIGHT	5 <sup>TH</sup> NOVEMBER	HELFORD ROAD	JANET/LAURA
REMEMBRANCE PARADE	12 <sup>TH</sup> NOVEMBER	CETRAL CLUB TO ST CUTHBERTS CHURCH	JANET/LAURA
CHRISTMAS TREE LIGHT SWITCH ON	FRIDAY 1 <sup>ST</sup> DECEMBER	SHOTTON HALL	JANET/LAURA