

MINUTES OF THE ANNUAL GENERAL MEETING OF PETERLEE TOWN  
COUNCIL OF THE 18<sup>TH</sup> MAY 2009

PETERLEE TOWN COUNCIL

MINUTES OF THE ANNUAL MEETING

OF PETERLEE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 18<sup>TH</sup> MAY 2009

PRESENT: COUN C J METCALFE (CHAIR)

Mesdames: S McDonnell, L Wood, J I  
Measor, M A Cartwright, M Milsom & J  
Black

Messrs: R Kyle, T A Jones, J Alvey, H  
Bennett MBE, J Hardy, W M Jeffrey, R  
Curtis, R Jones, D Langan, G Cowie, C  
Robbins, D Milsom & C Austin

1. TO ELECT A MAYOR FOR THE ENSUING YEAR

Members were asked to elect a Mayor for the ensuing year.

**RESOLVED that Councillor C J Metcalfe be elected as Mayor  
for the ensuing year.**

The outgoing Mayor, Councillor T Jones, handed over the Chain of  
Office to Councillor Metcalfe.

2. TO SIGN THE DECLARATION OF ACCEPTANCE OF  
OFFICE

The Mayor then signed the Declaration of Acceptance of Office.

3. APOLOGIES FOR ABSENCE

Apologies for absence were given on behalf of Councillor R Huitson & E W Hall.

4. CODE OF CONDUCT DECLARATIONS

Members were advised forms were available for their use to update their Code of Conduct Declarations if necessary.

**RESOLVED any Member wishing to update their declarations contact the Office for a form.**

5. TO ELECT A DEPUTY MAYOR FOR THE ENSUING YEAR

Members were asked to elect the Deputy Mayor for the ensuing year.

**RESOLVED that Councillor L Wood be elected as Deputy Mayor.**

6. PRESENTATION TO FORMER MAYOR OF PETERLEE TO MARK HIS YEAR OF OFFICE

The newly elected Mayor, Councillor C J Metcalfe, was pleased to present Councillor Jones, former Mayor of Peterlee, with his Past Mayor's Badge to commemorate his Year of Office.

Councillor Jones thanked his friends and family, especially his wife, for their support during his Year of Office. He also thanked the Council, Councillor Kyle, Chairman of the Mayor's Committee. In closing Councillor Jones said that he and his wife had had a wonderful year made many friends, and again thanking everyone that had been involved.

MINUTES OF THE ANNUAL GENERAL MEETING OF PETERLEE TOWN  
COUNCIL OF THE 18<sup>TH</sup> MAY 2009

7. TO APPOINT A MAYORESS/CONSORT

Councillor Metcalfe advised that his Mayoress would be his wife, Mrs Jean Metcalfe.

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

8. TO APPOINT A DEPUTY MAYORESS/CONSORT

Councillor Wood advised that her Consort would be her husband, Mr Bill Wood.

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

9. TO ELECT A LEADER

Members were asked to give consideration to the election of a Leader of the Council for the ensuing year.

**RESOLVED that Councillor W M Jeffrey be elected to the position of Leader of Peterlee Town Council for the ensuing year.**

10. TO ELECT A DEPUTY LEADER

Members were asked to give consideration to the election of a Deputy Leader of the Council for the ensuing year.

**RESOLVED that Councillor H Bennett MBE be elected to the position of Leader of Peterlee Town Council for the ensuing year.**

11. THE MINUTES OF THE LAST MEETING & SPECIAL MEETING OF THE 30<sup>TH</sup> APRIL 2009, copies of which had been circulated to each Member, were agreed.

12. COMMITTEES & SUB-COMMITTEES

**RESOLVED that the following Members be appointed to the Town Council's Committees for the ensuing year:-**

a) FINANCE & GENERAL PURPOSES COMMITTEE

All Members of the Council

b) FINANCE SUB-COMMITTEE

All Members excluding Councillors H Bennett MBE, W M Jeffrey, J Black, C Austin & J Hardy

c) PARKS & CEMETERY COMMITTEE

All Members of the Council

d) PLANNING COMMITTEE

All Members of the Council

e) ESTABLISHMENT COMMITTEE

All Members of the Council

f) PETERLEE INFORMATION CENTRE COMMITTEE

All Members of the Council

g) MAYOR'S COMMITTEE

All Members of the Council

h) PETERLEE SHOW COMMITTEE

All Members of the Council

i) JOINT CONSULTATIVE HEALTH & SAFETY SUB-COMMITTEE

W M Jeffrey, C J Metcalfe, L Wood, C Austin, J Alvey & M Milsom

j) CLERK'S ADVISORY COMMITTEE

C J Metcalfe, L Wood, T Jones, D Langan, H Bennett MBE, R Kyle, C Austin, J Alvey, W M Jeffrey & J I Measor

k) TWINNING SUB-COMMITTEE

C J Metcalfe, L Wood, T Jones, D Langan, R Jones, H Bennett MBE, D Milsom, R Kyle, C Austin, M Milsom & J I Measor

l) SHOTTON HALL SUB-COMMITTEE

J I Measor, T Jones, R Curtis, H Bennett MBE, W M Jeffrey, R Kyle, C J Metcalfe, R Jones, R Huitson, C Austin, G Cowie, D Langan, J Alvey, M A Cartwright, M Milsom, & D Milsom

m) APPEALS COMMITTEE

R Curtis, W M Jeffrey & M Milsom

MINUTES OF THE ANNUAL GENERAL MEETING OF PETERLEE TOWN  
COUNCIL OF THE 18<sup>TH</sup> MAY 2009

n) SECURITY SUB-COMMITTEE

H Bennett MBE, J Black, W M Jeffrey, C J Metcalfe, J Alvey & R Curtis

o) INTERNAL AUDIT SUB COMMITTEE/PANEL

J Alvey, H Bennett MBE, C J Metcalfe, D Langan and W M Jeffrey

p) COMPLAINTS COMMITTEE

R Kyle, G Cowie, W M Jeffrey, R Curtis & R Jones

q) HELFDORD ROAD WORKING PARTY

C J Metcalfe, J I Measor, J Alvey, R Huitson & W M Jeffrey

r) PETERLEE FOOTBALL LIAISON COMMITTEE

D Langan, C Austin, D Milsom, W M Jeffrey, J Alvey & C J Metcalfe along with representatives from the Football Clubs

s) NO SMOKING WORKING PARTY

W M Jeffrey, D Milsom, J I Measor, M Milsom, R Curtis & R Kyle

13. TO APPOINT CHAIRMAN & VICE-CHAIRMAN OF THE FOLLOWING COMMITTEES:-

**RESOLVED that the following be appointed to Chairman and Vice Chairman of the Committees as listed:-**

a) COUNCIL

C J Metcalfe & L Wood

b) FINANCE & GENERAL PURPOSES COMMITTEE

T Jones & L Wood

c) PARKS & CEMETERY COMMITTEE

D Langan & R Jones

d) PLANNING COMMITTEE

H Bennett MBE & D Milsom

e) ESTABLISHMENT COMMITTEE

R Kyle & C Austin

f) PETERLEE INFORMATION CENTRE COMMITTEE

C Austin & M Milsom

g) MAYOR'S COMMITTEE

J Alvey & J I Measor

MINUTES OF THE ANNUAL GENERAL MEETING OF PETERLEE TOWN  
COUNCIL OF THE 18<sup>TH</sup> MAY 2009

- h) PETERLEE SHOW (October meeting)
- i) JOINT CONSULTATIVE HEALTH & SAFETY SUB COMMITTEE (1<sup>st</sup> Meeting after A.G.M.)  
C Austin
- j) CLERK'S ADVISORY COMMITTEE (1st Meeting in June)
- k) TWINNING SUB-COMMITTEE (1<sup>st</sup> Meeting after A.G.M.)
- l) SHOTTON HALL SUB-COMMITTEE (1<sup>st</sup> Meeting.....)
- m) APPEALS COMMITTEE (1st Meeting after A.G.M.)
- n) SECURITY SUB COMMITTEE (1st Meeting after A.G.M.)
- o) INTERNAL AUDIT SUB COMMITTEE/PANEL (1<sup>st</sup> Meeting after the A.G.M.)
- p) COMPLAINTS COMMITTEE (1st Meeting after the A.G.M.)

14. DELEGATES TO OTHER BODIES  
TO APPOINT REPRESENTATIVES TO SERVE ON THE  
FOLLOWING BODIES:-

- a) Easington Area (Durham County Association of Parish & Town Councils)(W M Jeffrey, J Alvey, D Milsom)
- b) County Durham Association of Local Councils  
(C Austin & W M Jeffrey)
- c) Easington Action Area Partnership Committee of Local Councils  
(1 Rep to East Durham Area Action Partnership Board – Cllr J Higgins, Wingate) W M Jeffrey - Reserve
- d) Peterlee Community Association  
M A Cartwright
- e) East Durham Network  
elections amongst their membership – PTC no reps
- f) Peterlee Youth Centre  
J Hardy
- g) Leisure Gardener's Association  
W M Jeffrey
- h) Helford Road Sports & Social Club  
C J Metcalfe
- i) Citizens Advice Bureau

MINUTES OF THE ANNUAL GENERAL MEETING OF PETERLEE TOWN  
COUNCIL OF THE 18<sup>TH</sup> MAY 2009

J Alvey

j) Castle Eden Dene Joint Management Committee

H Bennett MBE, C J Metcalfe, J Hardy

k) Peterlee Town Band

W M Jeffrey & R Jones

l) Peterlee Victim Support Scheme

J I Measor

m) Edenhill Scheme (PRIDE)

W M Jeffrey & J I Measor

n) Tidy Ted Committee

Ceased to operate

o) County Durham Local Agenda 23

D Langan

p) Durham Larger Local Councils Forum

J I Measor, W M Jeffrey, D Milsom & D Langan

q) Investors in Children

M A Cartwright

r) Easington District Sports Council

D Milsom

s) Management Board of Hill Rigg House

Ceased to operate

t) Consultation Panel for Parish Councils (EDC)

W M Jeffrey & M A Cartwright

u) Peterlee Passfield & District Community Association

R Huitson

v) Passmore Pavilion Local Steering Group

R Huitson

w) Communicare

J Alvey

x) Standards Committee

(Durham County – by application)

y) Local Strategic Partnership & Community Network

Ceased to operate

z) Development in Peterlee Town Centre

J I Measor & H Bennett MBE

aa) Police Community Consultative Groups

MINUTES OF THE ANNUAL GENERAL MEETING OF PETERLEE TOWN  
COUNCIL OF THE 18<sup>TH</sup> MAY 2009

Ceased to operate

bb) District of Easington Community Safety Partnership

Ceased to operate

cc) Peterlee Regeneration Panel

W M Jeffrey, H Bennett MBE, J I Measor, T Jones & C J Metcalfe

dd) Shoreline Management Plan

C Robbins, R Curtis & Town Clerk

ee) Cultural Policy Partnership

(Town Clerk)

ff) Capital Projects Group

H Bennett MBE plus Town Clerk)

gg) National Association of Councillors - Executive & General Management Committee

J I Measor

hh) National Association of Local Councils – Larger Local Councils Committee

W M Jeffrey

ii) Lifepark Consultation Steering Group

(Town Clerk)

jj) Neighbourhood Management Pathfinder Partnership Board

M A Cartwright

kk) Executive Committee of the County Durham Association of Local Councils

Executive Member positions appointed from the AAP Committees

ll) Peterlee Town FC

W M Jeffrey

mm) Council for the Protection of Rural England

Do not nominate rep.

nn) East Durham Practice Based Commissioning Shadow Board

C Austin

15. THE REPORT OF THE MAYOR'S COMMITTEE HELD ON 20<sup>TH</sup> APRIL 2009, a copy of which had been circulated to each Member, was agreed.

MINUTES OF THE ANNUAL GENERAL MEETING OF PETERLEE TOWN COUNCIL OF THE 18<sup>TH</sup> MAY 2009

16. THE MINUTES OF THE MEETING OF THE HELFORD ROAD WORKING PARTY OF THE 15<sup>TH</sup> APRIL 2009 a copy of which had been circulated to each Member, were agreed.

17. THE MINUTES OF THE SPECIAL MEETING OF THE PARKS & CEMETERY COMMITTEE OF THE 27<sup>TH</sup> APRIL 2009 a copy of which had been circulated to each Member, were agreed.

18. THE REPORT OF THE PETERLEE SHOW COMMITTEE HELD ON 30<sup>TH</sup> APRIL 2009 a copy of which had been circulated to each Member, was agreed.

19. PLANNING APPLICATIONS

Members considered the planning application details submitted by the District of Easington.

**RESOLVED that no objections or observations be forwarded on the planning applications.**

20. STOCKTAKE SUMMARY SHEET FOR THE PERIOD ENDED 28<sup>TH</sup> APRIL 2009

Consideration was given to the Stocktaker's Reports for the period up to 28<sup>th</sup> April 2009. There was a query on the amount of Boddingtons that was recorded as being waste at the Football Club and it was asked if a further report could be given by the Facilities Manager to explain this.

**RESOLVED that the information be accepted and a further report be awaited.**

21. ELECTORAL REVIEW OF THE NEW COUNTY DURHAM UNITARY AUTHORITY

Members were circulated with a copy of information received from The Boundary Committee for England and a suggested reply drafted by the Town Clerk.

**RESOLVED that the contents of the draft response to the Boundary Committee for England be approved.**

22. PASMORE PAVILION – FINGER POST LOCATION

**RESOLVED that the re-location of the finger post at the Pasmore Pavilion to the position shown on the plan circulated, be approved.**

23. PETERLEE PUMAS – INVITATION TO JOIN THE COMMITTEE

Members gave consideration to the invitation received to join the Peterlee Pumas Committee.

**RESOLVED any Member wishing to join the Committee do so in their own right.**

24. LCAS ANNUAL SEMINAR – 16<sup>TH</sup> JUNE 2009, SHOTTON HALL

Members were circulated with a copy of an invitation to attend this annual seminar.

**RESOLVED that the invitation be accepted and two places be reserved on the seminar, one for the Chairman of the Health & Safety Committee – Councillor C Austin and a member of the Facilities team.**

25. AGM – EAST DURHAM POSITIVE INCLUSION PARTNERSHIP (EDPIP) – 8<sup>TH</sup> JULY 2009, GREENHILLS CENTRE, WHEATLEY HILL

Members were advised of receipt of the above invitation.

**RESOLVED that Councillor W M Jeffrey represent the Town Council at the above meeting.**

26. APPLICATION FOR SPECIAL PROJECTS FUNDING – “SCHOOL HOLIDAY SKATE PARK & CRAZY GOLF SCHEME”

The Town Clerk was pleased to report that he had been successful in sourcing a grant of £4,935.00 under special projects funding towards the provision of the skate park and crazy golf facilities in Woodhouse Park over the Summer School holidays.

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

27. FLY A FLAG FOR OUR ARMED FORCES – 22<sup>ND</sup> JUNE 2009

Members were circulated with information on the initiative to fly a flag for our armed forces on the 22<sup>nd</sup> June 2009.

**RESOLVED that the Town Council give it's support to this initiative and fly the flag at the Civic Offices on 22<sup>nd</sup> June. FURTHER RESOLVED that a small reception be hosted for those attending the event and the local press be asked for their support in publicizing this ceremony.**

28. ATTENDANCE AT CONFERENCES

As discussed at the Council Meeting held on 16<sup>th</sup> February 2009 for the Council to review it's policy on Member's attendance at conferences.

The Leader advised that this was a matter being looked at very closely and asked for this to be placed on the agenda for further consideration at the next Council Meeting.

**RESOLVED that this matter be considered at the next meeting.**

29. LEADER'S VERBAL REPORT

The Leader gave his congratulations to the new Mayor and thanked the previous Mayor for all of his hard work during his term of office.

He referred to the recent public meeting at Helford Road with current users and he asked all Members to respect the work of the Helford Road Working Party reports from which would regularly be reported to all Members.

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

30. RESOLUTION TO EXCLUDE THE PRESS & PUBLIC

IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEM TO BE DISCUSSED, THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS & PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1961 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

31. PROVISION OF CATERING SERVICES AT “THE PAVILLION” – REPORT OF THE TOWN CLERK

**RESOLVED** that the catering services for the Pavilion be provided by Mrs J Cockburn, Touch of Class Catering, with a rental figure of 10% of turnover, paid monthly in arrears to the Town Council.

32. THE COUNTY COUNCIL OF DURHAM (PRIMARY & NURSERY SCHOOL, ELLISON ROAD, PETERLEE (PROHIBITION OF STOPPING ON SCHOOL ENTRANCE MARKING) ORDER 2009

A Local Member expressed his concern that many local residents of Edenhill had approached him about the consequences of this Order. School gate parking was an issue that the Town Council had taken up at the start of building works for the new school.

**RESOLVED** that the Town Clerk investigate this Order and the Town Council’s support be given to local residents in objecting to parking restrictions.