

MINUTES OF THE ANNUAL GENERAL MEETING OF PETERLEE TOWN  
COUNCIL OF THE 16<sup>TH</sup> MAY 2011

PETERLEE TOWN COUNCIL

MINUTES OF MEETING OF THE TOWN COUNCIL HELD

IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 16<sup>TH</sup> MAY 2011

PRESENT: COUN J HARDY (CHAIR)

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

Messrs: R Kyle, W M Jeffrey, R Curtis,  
C Watkins, D Langan, C J Metcalfe, R Huitson,  
D Milsom & C Austin

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

1. TO ELECT A MAYOR FOR THE ENSUING YEAR

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

**RESOLVED that Councillor John Hardy be elected as Mayor  
for the ensuing year.**

The outgoing Mayor, Councillor L Wood, handed over the Chain  
of Office to Councillor J Hardy.

Councillor Hardy, as the new Mayor thanked his colleagues  
Councillors for their support and he said it was a privilege to take  
on this role and he intended to carry it out with pride and dignity  
that the Town deserves. He wished for Peterlee to be brought to  
the forefront and he assured he would do his best to achieve this  
goal.

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

The newly elected Mayor, Councillor Hardy, was pleased to present Councillor Wood, former Mayor of Peterlee, with her Past Mayor's Badge to commemorate her Year of Office.

Councillor Wood explained that whilst her year had been enjoyable it had been exceptionally difficult and she thanked her husband Billy for his support. She was proud to have raised £9,950 with the support of her Committee and she offered the new Mayor her support and assistance.

3. TO SIGN THE DECLARATION OF ACCEPTANCE OF OFFICE

The Mayor then signed the Declaration of Acceptance of Office.

4. TO ELECT A DEPUTY MAYOR FOR THE ENSUING YEAR

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

**RESOLVED that Councillor M Milsom be elected as Deputy Mayor.**

5. TO APPOINT A MAYORESS

Councillor Hardy advised that his Consort would be his partner Miss Sue Farrell.

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

6. TO APPOINT A DEPUTY MAYOR'S CONSORT

Councillor Milsom advised that her Consort would be her husband Don Milsom.

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

7. 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.**

8. TO ELECT A DEPUTY LEADER

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

**RESOLVED Councillor J Alvey be elected to the position of Deputy Leader of Peterlee Town Council for the ensuing year.**

9. CODE OF CONDUCT DECLARATIONS

Members were asked to complete a new form should their circumstances have altered in any way during the previous year.

**RESOLVED forward an updated form to the Office if this was necessary.**

10. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted on behalf of Councillors R W Jones, (in hospital), G Cowie, (ill), E W Hall, (ill), and TA Jones, H Bennett MBE and J Alvey, (on holiday).

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11. THE MINUTES OF THE LAST MEETING a copy 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, D Langan, 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

To be determined by the Mayor

h) PETERLEE SHOW COMMITTEE

All Members of the Council

i) JOINT CONSULTATIVE HEALTH & SAFETY SUB-COMMITTEE

Councillors W M Jeffrey, L Wood, M Milsom, J Hardy, T Jones & J Alvey

j) CLERK'S ADVISORY COMMITTEE

J Hardy, L Wood, R Curtis, J Alvey, S McDonnell, J I Measor, R Kyle, M Milsom & D Milsom (observer)

k) TWINNING SUB-COMMITTEE

J Hardy, L Wood, R Curtis, J Alvey, S McDonnell, J I Measor, R Kyle, M Milsom

l) SHOTTON HALL SUB-COMMITTEE

Councillors J I Measor, T A Jones, R Curtis, H Bennett MBE, W M Jeffrey, R Kyle, C J Metcalfe, D Milsom, R Huitson, C Austin,

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G Cowie, D Langan, J Alvey, S McDonnell, M Milsom & R W Jones

m) APPEALS COMMITTEE

Councillors R Curtis, W M Jeffrey, M Milsom

n) SECURITY SUB-COMMITTEE

Councillors H Bennett MBE, D Langan, W M Jeffrey, C J Metcalfe, J Alvey & R Curtis

o) INTERNAL AUDIT SUB COMMITTEE/PANEL

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

p) COMPLAINTS COMMITTEE

Councillors R Kyle, D Langan, W M Jeffrey, R Curtis & R W Jones

q) HELFDOR ROAD WORKING PARTY

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

r) PETERLEE FOOTBALL LIAISON COMMITTEE

Councillors D Langan, R Kyle, D Milsom, W M Jeffrey, J Alvey, C J Metcalfe

s) SKATEPARK WORKING PARTY

W M Jeffrey, C Watkins, J Hardy, C J Metcalfe, J Alvey, L Wood, T A Jones & C Austin

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

J Hardy & M Milsom

b) FINANCE & GENERAL PURPOSES COMMITTEE

L Wood & M Milsom

c) FINANCE SUB COMMITTEE

D Milsom & J Alvey

d) PARKS & CEMETERY COMMITTEE

R Curtis & J Alvey

e) PLANNING COMMITTEE

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J Alvey & C Watkins

f) ESTABLISHMENT COMMITTEE

S McDonnell & C J Metcalfe

g) PETERLEE INFORMATION CENTRE COMMITTEE

J I Measor & C Austin

h) MAYOR'S COMMITTEE

S McDonnell & R Curtis

i) PETERLEE SHOW

R Kyle & J I Measor (from October 2011)

j) JOINT CONSULTATIVE HEALTH & SAFETY SUB  
COMMITTEE

To be agreed at the 1<sup>st</sup> Meeting after A.G.M.

k) CLERK'S ADVISORY COMMITTEE

To be agreed at the 1st Meeting after A.G.M.

l) TWINNING SUB-COMMITTEE

To be agreed at the 1<sup>st</sup> Meeting after A.G.M

m) SHOTTON HALL SUB-COMMITTEE

To be agreed at the 1<sup>st</sup> Meeting after A.G.M.

n) APPEALS COMMITTEE

To be agreed at the 1st Meeting after A.G.M

o) SECURITY SUB COMMITTEE

To be agreed at the 1st Meeting after A.G.M

p) INTERNAL AUDIT SUB COMMITTEE/PANEL

To be agreed at the 1st Meeting after A.G.M

q) COMPLAINTS COMMITTEE

To be agreed at the 1st Meeting after A.G.M

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

a) County Durham Association of Local Councils

C Austin & W M Jeffrey

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

W M Jeffrey, J Alvey & D Milsom

c) Peterlee Youth Centre

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J Hardy

d) Leisure Gardener's Association

W M Jeffrey

e) Citizens Advice Bureau

J Alvey

f) Castle Eden Dene Joint Management Committee

H Bennett MBE, J Hardy, C J Metcalfe & D Milsom

g) Peterlee Town Band

R W Jones & W M Jeffrey

h) Peterlee Victim Support Scheme

J I Measor

i) Edenhill Scheme (PRIDE)

J I Measor, W M Jeffrey (2 positions still available)

j) County Durham Local Agenda 23

R Huitson

k) Durham Larger Local Councils Forum

J I Measor, W M Jeffrey (D Milsom & D Langan – reserves)

l) Peterlee Passfield & District Community Association

R Huitson

m) Passmore Pavilion Local Steering Group

R Huitson

n) Communicare

J Alvey

o) Development in Peterlee Town Centre

J I Measor & H Bennett MBE

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

J I Measor

q) Peterlee Town FC

W M Jeffrey

r) East Durham Practice Based Commissioning Shadow Board

C Austin

s) East Durham Positive Inclusion Partnership

W M Jeffrey

u) Passfield Resident's Association

R Huitson

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15. THE REPORT OF THE APPOINTMENTS PANEL OF THE 4<sup>TH</sup> APRIL 2011 a copy of which had been circulated to each Member, were agreed.
16. THE REPORT OF THE APPOINTMENTS PANEL OF THE 12<sup>TH</sup> APRIL 2011 a copy of which had been circulated to each Member, were agreed.
17. THE REPORT OF THE APPOINTMENTS PANEL OF THE 13<sup>TH</sup> APRIL 2011, a copy of which had been circulated to each Member, were agreed.
18. THE REPORT OF THE SPECIAL CLERK'S ADVISORY MEETING OF THE 14<sup>TH</sup> APRIL 2011 a copy of which had been circulated to each Member, were agreed.
19. THE REPORT OF THE HELFORD ROAD WORKING PARTY OF THE 15<sup>TH</sup> APRIL 2011 a copy of which had been circulated to each Member, were agreed.
20. THE REPORT OF THE MAYOR'S COMMITTEE HELD ON 18<sup>TH</sup> APRIL 2010 a copy of which had been circulated to each Member, were agreed.
21. THE REPORT OF THE HELFORD ROAD WORKING PARTY OF THE 19<sup>TH</sup> APRIL 2011 a copy of which had been circulated to each Member, were agreed.
22. THE REPORT OF THE SPECIAL PLANNING MEETING OF THE 20<sup>TH</sup> APRIL 2011 a copy of which had been circulated to each Member, were agreed. It was noted that a reply had not been received from Durham County Council about the applications being considered along with that of Dalton Park.

**RESOLVED** that a letter be sent to Durham County Council giving the Town Council's support to any project that would



**enhance the Town Centre.**

PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM COUNCILLOR J I MEASOR DECLARED AN INTEREST AND TOOK NO PART IN THE DISCUSSION WHICH ENSUED.

23. THE REPORT OF THE EDEN LANE FOOTBALL CLUB LIAISON GROUP OF THE 28<sup>TH</sup> APRIL 2011 a copy of which had been circulated to each Member, were agreed, subject to Councillor J I Measor not being recorded as being in attendance.
24. THE REPORT OF THE PETERLEE SHOW COMMITTEE OF THE 28<sup>TH</sup> APRIL 2011 a copy of which had been circulated to each Member, were agreed.
25. THE REPORT OF THE COMPLAINTS COMMITTEE OF THE 9<sup>TH</sup> MAY 2011 a copy of which had been circulated to each Member, were agreed.
26. THE REPORT OF THE SHOTTON HALL SUB COMMITTEE OF THE 9<sup>TH</sup> MAY 2011 a copy of which had been circulated to each Member, were agreed subject to Councillor D Milsom being shown in attendance.  
Matters Arising  
Catering Franchise – Cost of Advert  
**RESOLVED that the advert be placed in the Northern Echo & Hartlepool.**
27. PLANNING APPLICATIONS

The following planning application had been received from Durham County Council:-

Proposed	Front Extension at 2 Barnard Wynd
For	Mr M Hardboard

**RESOLVED that no comment be made on the application.**

28. ANNUAL RETURN & AUDIT - STATEMENT OF ACCOUNTS (PROPOSED CHANGES IN 2012 – INTERNATIONAL ACCOUNTING STANDARD)

Consideration was given to the preparation of the Accounts for the current financial year and following discussion and advice given.

**RESOLVED the Town Council opt for the Annual Return and not opt to remain regulated by the FRSEE Regulations.**

29. SLCC REGIONAL CONFERENCE, 9<sup>TH</sup> JUNE 2011, HARROGATE

Consideration was given to the invitation received to attend the Society of Local Council Clerks Regional Meeting to be held in Harrogate on 9<sup>th</sup> June 2011.

**RESOLVED that the invitation be accepted and the Town Clerk be given authorisation to attend this meeting.**

30. 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.

Within the Leader's report were items on:-

- Arriva – new bus timetables;
- A new Secretary Mr Handley, had been appointed for the Cricket Club and he had requested to be involved in future discussions with the Trustees. This was agreed and re-iterated that information was still outstanding from the Cricket Club before this issue could move forward;
- A request from Nobles Fairground for a letter of endorsement, which was to be discussed at a meeting and reported back for Member's consideration;

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- Independent legal advice on an employment matter;
- New Town Clerk starting 23<sup>rd</sup> May 2011.

**RESOLVED** that the information given be noted and action taken  
be endorsed.