

MINUTES OF THE ANNUAL GENERAL MEETING OF PETERLEE TOWN  
COUNCIL OF THE 21<sup>ST</sup> MAY 2012

PETERLEE TOWN COUNCIL

MINUTES OF MEETING OF THE TOWN COUNCIL HELD

IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 21<sup>ST</sup> MAY 2012

PRESENT: COUN J HARDY (CHAIR)

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

Messrs: R Kyle, T A Jones, J Alvey, H Bennett  
MBE, W M Jeffrey, R Curtis, C Watkins, D  
Langan, G Cowie, C J Metcalfe, R Huitson & 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 Robert Kyle be elected as Mayor  
for the ensuing year.**

The outgoing Mayor, Councillor J Hardy, handed over the Chain  
of Office to Councillor R Kyle.

Councillor Hardy said he and his consort Sue had been very proud  
to be Mayor and Mayoress of the Town for the year. They had met  
some fantastic people and been to many great places during their  
busy year. He thanked his Council colleagues in placing their trust  
in him to hold office as Mayor of the Town and he said it had been  
a great honour to carry out the role. He thanked everyone who had

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supported him in raising monies for his chosen charities, whether they had bought a ticket to an event or donated a raffle prize, he thanked them sincerely. Councillor Hardy also made a special thankyou to his Secretary, Miss Wendy Jeffrey, who he said had made his job a lot easier providing expert guidance and guidance.

Councillor Kyle, as the new Mayor thanked his colleagues Councillors for their supporting making him Mayor for the second time. He said that he was pleased to be representing Peterlee.

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

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

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 R Curtis be elected as Deputy Mayor.**

5. TO APPOINT A MAYORESS

Councillor Kyle advised that his Consort would be his partner Mrs Carol O' Connor.

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

6. TO APPOINT A DEPUTY MAYORESS

Councillor Curtis advised that his Mayoress would be his wife Elizabeth.

**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

(i) To complete a new declaration

(ii) Changes to standards

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

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

**FURTHER RESOLVED the changes to the standards, be noted.**

10. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted on behalf of Councillors R W Jones, (sister ill), C Robbins, (ill) and M Milsom, (on holiday).

11. THE MINUTES OF THE LAST MEETING a copy of which had been circulated to each Member, were agreed, subject to Councillor G Cowie as being shown as in attendance.

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 Black, C J Metcalfe & 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

Councillors W M Jeffrey, L Wood, D Langan, J Hardy, T A Jones & J Alvey

j) TWINNING SUB-COMMITTEE

J Hardy, L Wood, R Curtis, J Alvey, S McDonnell, J I Measor, R Kyle, W M Jeffrey & D Milsom

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k) 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, G Cowie, D Langan, J Alvey, S McDonnell, M Milsom, C Watkins & R W Jones

l) APPEALS COMMITTEE

Councillors R Curtis, C Austin & M Milsom

m) SECURITY SUB-COMMITTEE

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

n) INTERNAL AUDIT SUB COMMITTEE/PANEL

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

o) COMPLAINTS COMMITTEE

Councillors R Kyle, D Langan, W M Jeffrey, R Curtis & C Austin

p) HELDFORD ROAD WORKING PARTY

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

q) HELDFORD ROAD MANAGEMENT BOARD

Councillors C J Metcalfe, C Watkins, R Curtis, T A Jones, D Milsom, J I Measor, C Austin, D Langan, R Huitson & W M Jeffrey

r) PETERLEE FOOTBALL LIAISON COMMITTEE – REPLACED BY THE EDEN LANE COMMUNITY FACILITY COMMITTEE

All Members

s) SKATEPARK WORKING PARTY

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

t) FINANCE/BUDGET WORKING PARTY

All Members

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:-

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- a) COUNCIL  
R Kyle & R Curtis
- b) FINANCE & GENERAL PURPOSES COMMITTEE  
J Hardy & R Curtis
- c) FINANCE SUB COMMITTEE  
J Alvey & D Milsom
- d) PARKS & CEMETERY COMMITTEE  
J Alvey & C J Metcalfe
- e) PLANNING COMMITTEE  
C Watkins & R Kyle
- f) ESTABLISHMENT COMMITTEE  
C J Metcalfe & C Austin
- g) MAYOR'S COMMITTEE  
R Curtis
- h) PETERLEE SHOW  
J I Measor & R Curtis (from October 2012)
- i) JOINT CONSULTATIVE HEALTH & SAFETY SUB  
COMMITTEE  
J Alvey
- j) TWINNING SUB-COMMITTEE  
J Alvey
- k) SHOTTON HALL SUB-COMMITTEE  
J I Measor & D Langan
- l) HELTFORD ROAD MANAGEMENT BOARD  
T A Jones & C Austin
- m) APPEALS COMMITTEE  
To be agreed at the 1st Meeting after A.G.M
- n) SECURITY SUB COMMITTEE  
To be agreed at the 1st Meeting after A.G.M
- o) INTERNAL AUDIT SUB COMMITTEE/PANEL  
To be agreed at the 1st Meeting after A.G.M
- p) 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 Langan
- c) Peterlee Youth Centre  
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 Curtis & W M Jeffrey
- h) Peterlee Victim Support Scheme  
J I Measor
- i) Edenhill Scheme (PRIDE)  
All Edenhill Ward Members – Councillors J I Measor, R Curtis, C  
Watkins & R W Jones
- 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) Development in Peterlee Town Centre  
J I Measor & H Bennett MBE
- o) East Durham Practice Based Commissioning Shadow Board  
C Austin
- p) East Durham Positive Inclusion Partnership

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W M Jeffrey

q) Passfield Resident's Association

R Huitson

r) Shotton Airfield Consultative Committee

J Alvey

s) Healthworks

R Huitson

15. THE REPORT OF THE MAYOR'S COMMITTEE HELD ON 16<sup>TH</sup> APRIL 2012 a copy of which had been circulated to each Member, were agreed.

16. THE REPORT OF THE SHOTTON HALL SUB COMMITTEE OF THE 23<sup>RD</sup> APRIL 2012 a copy of which had been circulated to each Member, were agreed.

Matters Arising

Minute Number 36 At the last meeting of Council it had been resolved that the recorded minute be amended to include the reason that Councillor Austin had left the meeting over the issue of cold food being served.

**RESOLVED it be noted in the minutes that the caterer had apologised that there may have been cold food served.**

17. THE REPORT OF THE SHOW COMMITTEE OF THE 26<sup>TH</sup> APRIL 2012 a copy of which had been circulated to each Member, were agreed.

18. THE REPORT OF THE SKATE PARK WORKING PARTY OF THE 8<sup>TH</sup> MAY 2012 a copy of which had been circulated to each Member, were agreed.

COUNCILLOR J I MEASOR DECLARED AN INTEREST IN THE FOLLOWING ITEM, HER HUSBAND BEING THE CHAIRMAN OF PETERLEE FOOTBALL CLUB, AND TOOK NO PART IN THE DISCUSSION WHICH ENSUED.



19. THE REPORT OF THE SITE MEETING AT EDEN LANE COMMUNITY FACILITY OF THE 14<sup>TH</sup> MAY 2012 a copy of which had been circulated to each Member, were agreed.

The Town Clerk assured as soon as Business Plans were received she would report them to Members for their consideration.

**RESOLVED the Business Plans from interested users of the playing field and associated facilities at Eden Lane, be awaited.**

20. PLANNING APPLICATIONS

Planning applications had been received from Durham County Council and circulated to each Member. Members had also been circulated with strategic applications relating to areas within the County but not in the Town.

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

21. POLICIES DOCUMENT – UPDATE

Members were circulated with a draft copy of an updated policies document and were asked to forward any amendments to the Deputy Town Clerk.

**RESOLVED a final copy be circulated for Members.**

22. STANDING ORDERS – UPDATE

Members were circulated with a draft copy of an updated standing orders. These had been modelled on the template provided by NALC.

**RESOLVED a final copy be circulated for Members.**

23. REPEAL OF POWER OF WELL BEING & TRANSITIONAL ARRANGEMENTS

Members were circulated with details relating to the transitional arrangements for the Power of Well Being which was to be replaced with the Power of General Competence. Peterlee Town Council had adopted the Power of Well Being and could continue to use it until May 2013 elections.

**RESOLVED the information given be noted.**

24. HOUSEHOLD WASTE RECYCLING CENTRE REVIEW – PUBLIC CONSULTATION 2012

Members were circulated with the presentation made at the recent public consultation event held at Horden. Members felt very strongly about the possible reduction in opening hours for the Horden site may result in an increase in fly tipping and it was

**RESOLVED that this response be made to the consultation.**

25. 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, 1961 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

26. TOWN CLERK'S SALARY

Consideration was given to the report of the HR Advisor, Kevin Wilkinson, a copy of which had been circulated to each Member.

The report asked Members to consider two points. Was the Town Council in an improved position now than it was 12 months ago? and if the answer was yes, how much of this improvement was down to the work of the Town Clerk. The excellent work of the Town Clerk was discussed at length.

**RESOLVED that Town Clerk, Mrs Jane Russell be placed on Scale LC4, on the “above substantive range”, points 61-64.**

27. 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:-

- The Police update a copy of which had been circulated to each Member;
- Larger Local Councils – Councillor Ian Harrington was not standing for re-election;
- Changes to Neighbourhood Warden arrangements.

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