

MINUTES OF THE ANNUAL GENERAL MEETING OF PETERLEE TOWN
COUNCIL HELD ON 16TH MAY 2016

PETERLEE TOWN COUNCIL

MINUTES OF MEETING OF THE TOWN COUNCIL HELD

IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 16TH MAY 2016

PRESENT: COUN M A CARTWRIGHT(CHAIR)

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

Messrs: S Miles, D Sillito, W M Jeffrey, C Watkins,
L Cook, R Kyle, J Alvey, C J Metcalfe & A Watson

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. There were two nominations put forward for this position, Councillors R Kyle and M A Cartwright, and a secret ballot was held.

RESOLVED that Councillor M A Cartwright be elected as Mayor for the ensuing year.

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

As the newly elected Mayor, Councillor M A Cartwright had served for the previous year this was not applicable.

RESOLVED the information given, be noted.

3. TO SIGN THE DECLARATION OF ACCEPTANCE OF OFFICE

The Mayor then signed the Declaration of Acceptance of Office.

RESOLVED the information given, be noted.

4. REGISTER OF DISCLOSABLE PECUNIARY INTEREST &
OTHER REGISTERABLE INTERESTS

All Members were asked to consider and update where necessary their existing Interest Forms.

RESOLVED any changes to circumstances that had occurred during the year be recorded on a new form and re submitted to Durham County Council's Monitoring Officer.

5. TO ELECT A DEPUTY MAYOR FOR THE ENSUING YEAR

Members were asked to elect the Deputy Mayor for the ensuing year. There were two nominations made for the role, Councillor S Miles and R Kyle and a secret ballot was held with Councillor S Miles being successful and nominated to the position of Deputy Mayor.

RESOLVED that Councillor S Miles be elected as Deputy Mayor.

6. TO APPOINT A MAYORESS

Councillor Cartwright advised that her consort would be her husband Paul.

RESOLVED that the information given, be noted.

7. TO APPOINT A DEPUTY MAYORESS

Councillor S Miles advised that the Deputy Mayoress would be his wife Carol.

RESOLVED that the information given, be noted.

8. TO ANNOUNCE THE SPOKESPERSON & THEIR DEPUTY FOR THE LABOUR PARTY

RESOLVED Councillor W M Jeffrey be appointed as the Spokesperson for the Majority Party. **FURTHER RESOLVED** Councillor R Kyle be appointed as the Deputy Spokesperson of the Majority Party.

9. TO ANNOUNCE THE SPOKESPERSON & THEIR DEPUTY OF THE NORTH EAST PARTY

RESOLVED Councillor A Watson be appointed as the Spokesperson for the North East Party. **FURTHER RESOLVED** his nominated Deputy be Councillor S McDonnell.

10. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted on behalf of Councillor J I Measor, (ill), G Cowie, (ill), R Curtis, (on holiday) and C Robbins, (on holiday).

Councillor Jeffrey advised that Councillor M J Thompson was delayed on her journey from Derby and was not going to be able to make the meeting, (work commitments). These apologies were not accepted on the grounds that had been discussed in detail previously.

RESOLVED the Council approve the reasons submitted for absence received from Councillors Measor, Cowie, Robbins and Curtis only on the grounds given, and their apologies for absence be recorded.

11. THE MINUTES OF THE LAST MEETING a copy of which had been circulated to each Member, were agreed, subject to Councillor J Alvey's apologies being recorded.

12. PARISH POLL

The results of the recent poll were circulated for each Member and it was reported a Special meeting had been convened for Monday 23rd

May 2016. Councillor Jeffrey and Thompson had felt the need to prepare a further agenda and a copy of this was circulated at the Meeting. Members questioned the need for a second agenda and supported the Acting Town Clerk with the agenda she had prepared and properly circulated prior to this.

RESOLVED it be noted an extra ordinary meeting was to be held to consider this matter on 23rd May 2016.

13. 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 W M Jeffrey, C J Metcalfe, D Sillito & L Wood

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) Clerks' Advisory Committee

RESOLVED meetings of this Committee be postponed until further notice.

j) Joint Consultative Health & Safety Committee

All Members

k) Twinning Committee

All Members of the Council

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l) Shotton Hall Sub-Committee

All Members of the Council

m) Appeals Committee

Councillors S Miles, A Watson, C Robbins & R Kyle

n) Security Sub-Committee

Defer until further notice

o) Internal Audit Sub Committee/Panel

Replaced by the scrutiny committee

p) Complaints Committee

Councillors A Watson, M A Cartwright, K Hawley, R Kyle, M J Thompson, S McDonnell, V Watson & W M Jeffrey

q) Helford Road Management Board

Councillors C J Metcalfe, A Watson, V Watson, L Cook, K Hawley & S Miles

r) Eden Lane Community Building Management Group

Deferred until further notice or when required.

s) Skatepark Working Party & (Whip) Woodhouse Park Working Party (Combine the two)

L Cook, W M Jeffrey, C Watkins, L Wood, D Sillito, S Miles, C J Metcalfe, V Watson , (the structure and attendees be clarified with Parks Development Officer).

t) Finance/Budget Working Party

All Members

u) Internal Standards Committee

D Sillito, C Watkins, C J Metcalfe, L Cook, M J Thompson & S Miles

v) Review Working Party

Defer until further notice, (previously it was S Miles, A Watson, G Cowie, C J Metcalfe, L Cook, K Hawley, M J Thompson & W M Jeffrey).

w) Policy/Governance Working Group

Replaced by the Scrutiny Committee

x) Sub Committee – Personnel Staffing Issues – Town Clerk

K Hawley, S Simpson, M A Cartwright & C J Metcalfe

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y) Scrutiny Committee

L Cook, W M Jeffrey, A Watson, S Miles, K Hawley, S McDonnell,
M A Cartwright and M J Thompson.

14. 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

M A Cartwright & S Miles

b) FINANCE & GENERAL PURPOSES COMMITTEE

K Hawley & S McDonnell

c) PARKS & CEMETERY COMMITTEE

M A Cartwright & L Cook

d) PLANNING COMMITTEE

A Watson & S McDonnell

e) ESTABLISHMENT COMMITTEE

C J Metcalfe & L Cook

f) MAYOR'S COMMITTEE

To be named at the first meeting

g) PETERLEE SHOW

L Cook & V Watson (S Miles Chair from October 2016 and V
Watson Vice Chair)

h) JOINT CONSULTATIVE HEALTH & SAFETY
COMMITTEE

C J Metcalfe, L Cook

i) TWINNING COMMITTEE

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

j) SHOTTON HALL COMMITTEE

K Hawley & S McDonnell

m) THE PAVILION MANAGEMENT BOARD

A Watson & L Cook

n) EDEN LANE COMMUNITY BUILDING STEERING
GROUP

Deferred

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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

r) SCRUTINY COMMITTEE

S McDonnell & K Hawley

Councillor J Alvey gave his apologies and left the meeting at around 8.30pm.

15. DELEGATES TO OTHER BODIES

To appoint representatives to serve on the following bodies:-

1) County Durham Association of Local Councils

A Watson & S Miles

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

R Kyle, W M Jeffrey & M A Cartwright

3) Peterlee Youth Centre

R Kyle

4) Leisure Gardener's Association

C Robbins, (Lowhills Road site) and M A Cartwright, (Thorntree Gill site)

5) Castle Eden Dene Joint Management Committee

A Watson, V Watson, W M Jeffrey

6) Peterlee Town Band

A Watson & M A Cartwright

7) Durham Larger Local Councils Forum

A Watson & S Miles

9) Peterlee Passfield & District Community Association

A Watson

10) Passmore Pavilion Local Steering Group

A Watson

11) Development in Peterlee Town Centre

D Sillito & S Simpson

12) Passfield Resident's Association

A Watson

13) Shotton Airfield Consultative Committee

A Watson

14) Healthworks

M A Cartwright

15) Police Community Panels

D Sillito, K Liddell, S Simpson, S Miles & M A Cartwright

16. PLANNING APPLICATIONS

Members were give details of the following planning applications that had been received:-

- | | |
|----------------|---|
| (i) Proposed | Erection of pitched roof to existing flat roofed property |
| At | 53 Balliol Close |
| (ii) Proposed | Single storey rear extension |
| At | 5 Hertford Place |
| (iii) Proposed | retail store and associated works (Aldi) |
| At | site of Peterlee Building Supplies, Yoden Way |
| (iv) Proposed | porch to the rear |
| At | 9 Lumley Drive |

It was asked if further details could be obtained on the motorcycle parking provision at the proposed Aldi Store and it was also asked if Horden Parish Council had commented on the application.

RESOLVED no observations be submitted however further information be obtained as discussed.

17. NOTIFICATION OF A PLANNING APPEAL – ERECTION OF
NEW CREMATION FACILITY AT CASTLE EDEN

Members were circulated with details of this appeal.

RESOLVED the Town Council support the application.

18. EXTENSION OF PATHS IN THE CEMETERY, EDEN LANE

Members were advised of details of proposals for the extension of footpaths in the Cemetery at Eden Lane and the site plans were made available for viewing at the meeting. The plans were for the extension of the current network of footpaths prior to the areas where they were required reaching capacity. There would be no disturbance to any existing graves or previous internments as the work way away from any burials plots.

RESOLVED approval be given to these works.

19. SHOTTON HALL ACADEMY

Members were circulated with a copy of a request received from County Councillor Joan Maslin asking for consideration of assisting with the funding of parking works outside Shotton Hall Academy.

RESOLVED this matter be deferred to a future meeting.

20. 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.

21. CODE OF CONDUCT COMPLAINTS

- (i) COM033
- (ii) COM009

Members were circulated with details of the decision notices issued by the Monitoring Officer following complaints made to Durham County Council, both recommending no further action.

RESOLVED the information given, be noted.

22. APPOINTMENT OF TOWN CLERK – PROPOSED COSTS

Members were asked to give approval to the assessment centre costs in relation to the appointment of the Town Clerk and the costs were outlined for Council. There would be personality profiling and then analysis of the resulting report against the Town Clerk role specification and identification of areas for further questioning. Confirmation of the times for opening of the application forms on 26th May 2016, the shortlisting on the 31st May 2016 and the preferred date for the assessment centre on the 14th or 15th June 2016 was requested. Interviews were to be held on Monday 27th June 2016 and there was discussion on the start time, with a preference for them to be held on an evening to allow all Members to be able to attend.

RESOLVED approval be given to the costs for the assessment centre and the times suggested be confirmed to the Senior HR Officer supporting the Town Clerk in the filling of the vacancy.

23. E T CLAIM- FORSTER AND OTHERS v PETERLEE TOWN COUNCIL – PROGRESS

Members were asked to consider a request from the claimants to recover costs of this claim being lodged.

RESOLVED this request be refused.

24. FORMER TOWN CLERK’S GRIEVANCE - NEREO

Item requested by Councillor Hawley. At the meeting, owing to time constraints, Councillor Hawley asked that this matter be considered at a future meeting.

RESOLVED consideration of this item be deferred.

25. SPOKESPERSON FOR THE MAJORITY PARTY'S REPORT

Councillor Jeffrey said it was the start of a new civic year and he hoped that the Council could all work together to move forward and this was a desire for both parties to do this. He commented on the recent decision made by Durham County Council with regards to teaching staff contracts which he felt was bad news.

RESOLVED the report be noted.

26. SPOKESPERSON OF THE NORTH EAST PARTY'S REPORT

Councillor A Watson thanked the Mayor for her efforts with her term and congratulated her on being re elected, working for the good of Peterlee, under sometimes very difficult circumstances. Councillor Watson also thanked the Deputy Mayor, Councillor S Miles for his hard work and commitment to the Town. He also commented on the recent decision by the County Council saying to sack then re employ Teaching Assistant was a terrible decision. Councillor Watson offered those at the meeting tickets for a Brass Band Concert that he had been given by the Peterlee GT Group Band to pass on to anyone interested in going along.

RESOLVED the report be noted.