



PETERLEE TOWN COUNCIL

THE MINUTES OF THE CLERK'S ADVISORY
COMMITTEE

HELD IN THE MAYOR'S ANTE CHAMBER, SHOTTON HALL
PETERLEE

ON MONDAY 10TH SEPTEMBER 2007

PRESENT: COUN W M JEFFREY (CHAIR)

Mesdame: J I Measor

Messrs: C J Metcalfe, R Curtis, G Cowie
& D Langan

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

22. APOLOGIES FOR ABSENCE

Apologies for absence had been submitted on behalf of Councillor
T Jones.

23. THE MINUTES OF THE LAST MEETING a copy of which had
previously been circulated to each Member, were approved.

24. REQUEST FOR FINANCIAL ASSISTANCE – NORTHERN
REGIONAL BRASS BAND TRUST

Consideration was given to this request for financial assistance.

**RECOMMENDED that a donation of £25.00 be made to the
Northern Regional Brass Band Trust.**



25. REQUESTS FOR CONCESSIONARY USE OF SHOTT
HALL BANQUETING SUITES & MEETING ROOMS

Consideration was given to the following requests
concessionary use of Shotton Hall Banqueting Suites and Meeting
Rooms:-

- (i) Mayor Of Seaham's Victorian Christmas Tea, 4th December
2007

RECOMMENDED that this request be refused, in line with
current Council Policy of not allowing any concessionary use
during the month of December.

- (ii) Use of a Meeting Room on a monthly basis, 2.00pm
4.00pm, Easington & District Citizen's Advice Bureau

RECOMMENDED that further consideration be given to this
request at the Council Meeting.

26. POPPY APPEAL

Members were asked to endorse action taken in ordering
commemorative wreath for use at the Remembrance Day Parade
a cost of £50.00.

RECOMMENDED that the action taken in this regard, be
endorsed.

27. NATIONAL ASSOCIATION OF COUNCILLORS
PROTECTING OUR COMMUNITIES - PREPARING FOR
EMERGENCIES, 5-7TH OCTOBER 2007, LYTHAM ST ANNES

Consideration was given to the invitation received to attend this
Conference.

RECOMMENDED that two Members from the Conference
rota be nominated to attend and plenary powers be granted to
deal with this matter immediately.



28. MEMBERS LEARNING AND DEVELOPMENT

Consideration was given to the invitations received to attend these events/courses/training & development:-

- (i) Time Management for Members, Half Day Workshop, Friday 12th October 2007, Chester le Street
- (ii) Speed Reading & other Effective Reading Strategies, Half Day Workshop, Friday 12th October 2007, Chester le Street
- (iii) Casework & Advice Surgeries, One Day Workshop, Wednesday 21st November 2007, Chester le Street
- (iv) Chairing Skills for Elected Members, One Day Workshop, 22nd November 2007, Chester le Street

RECOMMENDED that attendance at these events be considered further at the Council Meeting.

29. LETTERS OF THANKS & APPRECIATION

Members were advised of receipt of letters of thanks and appreciation following donations and concessionary use being granted to the following organizations:-

- (a) Young Enterprise North East
- (b) Peterlee Bowling Club
- (c) Peterlee & District Hard of Hearing Club
- (d) East Durham Carers Collaborative Event 14th June 2007
- (e) Easington & District CAB
- (f) Wheatley Hill Centenary Heritage Festival

RECOMMENDED that the letters be received.

