

MINUTES OF THE MEETING OF THE CLERK'S ADVISORY COMMITTEE OF
THE 13TH SEPTEMBER 2010

THE MINUTES OF THE CLERK'S ADVISORY COMMITTEE

HELD IN THE MAYOR'S ANTECHAMBER, SHOTTON HALL,
PETERLEE

ON MONDAY 13TH SEPTEMBER 2010

PRESENT: COUN W M JEFFREY (CHAIR)

Mesdames: L Wood

Messrs: J Alvey, J Hardy, C J Metcalfe & C Austin

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

28. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor J I Measor,
but not accepted.

29. THE MINUTES OF THE LAST MEETING, a copy of which had
been circulated, were approved.

30. REQUEST FOR CONCESSIONARY USE OF SHOTTON HALL
BANQUETING SUITES

Details of requests made to use Shotton Hall Banqueting Suites were
considered:-

- (i) Hartlepool & District Hospice – AGM, Thursday 23rd
September 2010

**RECOMMENDED that free use of the Banqueting Suites be
agreed for the Hartlepool & District Hospice AGM.**

(ii) Durham Coast Cricket League – Junior Cricket Presentation Night, Wednesday 3rd November 2010

RECOMMENDED that free use of the Banqueting Suites be agreed for this Junior Cricket Presentation Night.

FURTHER RECOMMENDED that further details on this event's success, be given to Members, and for similar events, when concessionary use had been granted.

(iii) Horden Rugby Club – Annual Fundraiser & Presentation Night

RECOMMENDED that free use of the Banqueting Suites be agreed for this event, subject to it not being held on a weekend.

31. REQUEST FOR CONCESSIONARY USE OF HILL RIGG HOUSE

The Deputy Town Clerk reported receipt of a request for concessionary use of Hill Rigg House from the Ladies Focus Group, Cast Offs and Community Spirit, regular long term users of this Community Building. Attention was given to the current budget expenditure on donations and concessionary use, which at September had only one third of the allocated budget remaining.

The Leader reported that he had some information that may assist groups with applying for possible funding and he would give that to the Deputy Town Clerk to relay to the various Groups using the facility.

RECOMMENDED that these requests be deferred and information be sent to the Groups as discussed.

32. CONCESSIONARY USE OF THE PAVILION – REQUESTS GRANTED BY THE MANAGER

As per authority previously granted to him, the Facilities Manager at the Pavilion had granted the following concessionary uses:

- (a) Clarke Lister Brain Haemorrhage Foundation, Charity Fund Raising School Reunion, 25th September 2010
- (b) Helford United, Football Fun Day, 15th August 2010

RECOMMENDED that the action taken in granting these concessions, be endorsed.

FURTHER RECOMMENDED that further details on these event's success, be given to Members, and for similar events, when concessionary use had been granted.

33. LETTERS OF THANKS & APPRECIATION

The Deputy Town Clerk was pleased to report receipt of letters of thanks from Finchale Training College & Vitalise following donations being granted to them.

RECOMMENDED that the letters be received.

34. NATIONAL ASSOCIATION OF COUNCILLORS, DIVERSITY & MEDIA TRAINING, FRIDAY 24TH SEPTEMBER – 26TH SEPTEMBER 2010

This invitation had already been accepted, however a Member allocated and attending this event was concerned at the lack of information supplied to delegates prior to the training, and it was asked that this matter be taken up with NAC.

The Leader also stressed that the need for feedback from Members that had attended Conference & Courses which was essential to determine value for money and suitability of courses/training/Conferences accepted. He also commented on the use of the local train station at Hartlepool for traveling to London. There was support for retaining and improving an East Coast Rail Service and he felt by patronizing this station this showed support and commitment to this.

RECOMMENDED that a letter be sent to NAC with a request for more detailed information when the Conference was booked, not at registration.

35. DOMAIN NAMES

Members were asked to give consideration to the purchase of domain names for all of the Town Council's sites, other than The Pavilion.

RECOMMENDED that approval be given to buy these sites and for them to be "pointed" to the Peterlee.gov.uk site.

36. CIVIC INVITATIONS

Members were asked to consider two invitations that had been received for the Mayor. One was for a New Years Eve Event and one was for a Charity Function.

RECOMMENDED a policy be adopted whereby:-

- (i) invitations to New Years Eve Events not be accepted by the Mayor;**
- (ii) a ceiling price be set at £10.00 for tickets to other authority's Charity Events accepted by the Mayor.**

37. LETTER OF THANKS & APPRECIATION

The Deputy Town Clerk advised receipt of a thankyou card from Cheryl McIver thanking the Town Council for the opportunity to work at the Information Centre over the Summer. She had enjoyed and appreciated the support received from everyone at the Town Council. She had left to take up a full time post and the vacancy had now been offered to the second place reserve to cover for maternity leave at the Centre.

RECOMMENDED that the card be received.

38. 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

MINUTES OF THE MEETING OF THE CLERK'S ADVISORY COMMITTEE OF
THE 13TH SEPTEMBER 2010

THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1961
& THE LOCAL GOVERNMENT (ACCESS TO INFORMATION)
ACT 1985.

39. HONORARIA PAYMENT TO THE DEPTUY TOWN CLERK

**RECOMMENDED that a Special Meeting be held to re-consider
this request.**