

THE MINUTES OF THE CLERK'S ADVISORY COMMITTEE
HELD IN THE MAYOR'S ANTECHAMBER, SHOTTON HALL,
PETERLEE

ON MONDAY 13TH DECEMBER 2010

PRESENT: COUN W M JEFFREY (CHAIR)

Mesdame: M Milsom

Messrs: J Hardy, J Alvey & D Milsom

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

55. APOLOGIES FOR ABSENCE

Apologies for absence had been received and accepted from Councillor L Wood, (Mayor's duties), R W Jones, (family commitments), C J Metcalfe, (ill) and J I Measor, (ill).

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

Matters Arising

(i) Minute Number 50 – Horizon Pool & Social Club

The Chairman and Councillor Alvey had met with this Group to discuss their application in more detail. Following consideration it was **RECOMMENDED that free use of the pool table be granted once a week on a Tuesday 10 – 11.30am, with one free drink each, but unfortunately no help could be given towards transport costs.**

(ii) Minute Number 52(i) Peterlee District Lions Club, Final of Young Ambassador of the Year, Sunday 5th December 2010

Following the last meeting costs had been considered and free use agreed for this event, which was postponed until 23 January 2011.

RECOMMENDED that endorsement of the action taken, be given.

FURTHER RECOMMENDED that free use of the meeting rooms be granted on 23rd January 2011.

(iii) Minute Number 52(ii) Hartlepool Special Needs Support Group, Awards Evening, 13th May 2011

Further information on this request was given for Members.

RECOMMENDED that free use for this event, be agreed.

(iv) Minute Number 52(iii) East Durham Football Club, Football Presentation, 22nd June 2011

Further information on this request was given for Members.

RECOMMENDED that free use for this event, be agreed.

PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM COUNCILLORS D & M MILSOM DECLARED AN INTEREST AND TOOK NO PART IN THE DISCUSSION WHICH ENSUED.

(v) Minute Number 53 – Requests for Funding under the Power of Well Being

(a) Jessica Lloyd

(b) Sophie Allen

(c) Richard Rowe

RECOMMENDED that consideration be given to the requests during the budget setting process.

FURTHER RECOMMENDED attention be given to setting up a separate donations and concessionary use budget.

57. CONCESSIONARY USE GRANTED AT THE PAVILION

As per authority previously granted to him, the Facilities Manager at the Pavilion had granted the following concessionary use :- Helford United Race Night (previously granted) 6th November 2010 was a great success, with substantial funds being raised for the Club and Youth Project Halloween Party (previously granted) 31st October 2010. The Halloween Party was deemed a huge success with Groundwork staff, Youth Workers and volunteers raising funds to sustain the Thursday and Friday night Youth Projects.

RECOMMENDED that the action taken in granting this concession, be endorsed.

58. REQUESTS FOR CONCESSIONARY USE OF SHOTTON HALL BANQUETING SUITES & MEETING ROOMS

The Clerk reported on the following requests for concessionary use received:-

(i) The Housing Partnership Conference – Friday 4th March 2011
RECOMMENDED that free use be granted for this event.

(ii) Bill Burnett, with assistance from the Macmillan Organization, Fund Raiser in memory of Betty Burnett – Friday 25th March 2011
RECOMMENDED that free use be granted for this event.

(iii) The Stroke Association, fortnightly meetings, The Pavilion
RECOMMENDED that concessionary be granted at 50% the normal hourly rate of hire for a meeting room at The Pavilion for this organization.

(iv) PRIDE Youth Project, Presentation Evening, 22nd December 2010
RECOMMENDED that free use be granted for this event, it being noted that the event was held from 4.30 – 8.00pm.

59. REQUEST FOR FINANCIAL ASSISTANCE

(a) Oakerside Mother & Toddler Group – Children’s Christmas Party

RECOMMENDED that a donation of £50.00 be granted towards the Christmas Party for the Mother & Toddler Group.

(b) Harbour, Women's Refuge

RECOMMENDED that a donation of £50.00 be granted.

60. PETERLEE ANNUAL CHARITY WALK – SUNDAY 29TH MAY 2011

The Town Clerk gave details on this proposal for a charity walk, to begin at The Pavilion. Following discussion it was **RECOMMENDED that the Town Clerk, along with the Chairman and Vice Chairman, meet representatives of the Lions, with the suggestions from the committee and report back to the next meeting.**

61. LETTER OF APPRECIATION – WIDOW OF THE MAYOR OF SPENNYMOOR

The Town Clerk reported on receipt of a letter from the widow of the former Mayor of Spennymoor expressing her thanks for the Town Council's best wishes.

RECOMMENDED that the information given be noted.

62. SLCC – MEMBERSHIP RENEWAL 2011

RECOMMENDED that the Town Council renew its subscription to the Society of Local Council Clerks at a cost of £365.00.

63. NATIONAL ASSOCIATION OF LOCAL COUNCILS – 14TH TO 16TH JANUARY 2011, YORK - EXTERNAL FUNDING

RECOMMENDED that the invitation be declined.

64. NALC CONFERENCE LARGER LOCAL COUNCILS

The Chairman advised that he had not been re-elected to the Executive Committee of the Larger Local Councils.

RECOMMENDED that the information given, be noted.

65. FUNDING OPPORTUNITY - NESTA – NEIGHBOURHOOD CHALLENGE

The Town Clerk gave details of a possible grant funding opportunity with applications of up to £150,000. Ms A Swinbourne, a former employee, had submitted a last minute application for Peterlee, with the Town Council's prior permission, which had been put through Stage 1 of the process. A workshop was to be held in London on 17th December 2010, which would give advice on applications that had been successful in the first round and permission was requested for the Clerk along with Ms Swinborne to attend this session.

RECOMMENDED that the Town Clerk along with Ms Swinbourne attend the Workshop in London on Friday 17th December 2010, and plenary powers be granted for arrangements to be made immediately.

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE PETERLEE INFORMATION
CENTRE COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL,
PETERLEE

ON MONDAY 13TH DECEMBER 2010

PRESENT: COUN MRS M MILSOM (CHAIR)

Mesdames: J Black & S McDonnell

Messrs: W M Jeffrey, J Hardy, D Milsom,
C Robbins, E W Hall, D Langan, R Kyle,
H Bennett MBE, R Huitson, J Alvey &
C Watkins

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

5. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors L Wood,
(Mayors duties), J I Measor, (ill), R W Jones, (family commitments), g
Cowie, (asthama) and C J Metcalfe, (ill).

RECOMMENDED that the apologies submitted, be accepted.

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

7. THE MANAGER'S PROGRESS REPORT, a copy of which had been circulated to each Member, was considered under the following headings:-

(a) Staff

(b) Events

(c) Complaint

RECOMMENDED that costs of the Halloween Event be reported to the next meeting.

FURTHER RECOMMENDED that the Organiser write to schools to ascertain their interest in taking part in a St George's Day Event and this Event be re-considered at the next meeting of this Committee.

8. STATISTICS, INCOME & COMMISSION

A copy of the above reports had been circulated to Members for their information.

In considering the reports it was asked if any ideas were coming forward from colleagues at other Information Centres on how to increase visitors to the centre. The Organiser advised that the mood in other centres was despondent and with the demise of One North East there was little support or guidance coming through.

The Organiser confirmed that she was still awaiting a reply on the possibility of offering a rail ticket service and would advise Members as soon as she was able on this issue.

RECOMMENDED that the information given, be noted.

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