

PETERLEE TOWN COUNCIL

THE MINUTES OF THE CLERK'S ADVISORY COMMITTEE

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

ON MONDAY 12TH SEPTEMBER 2011

PRESENT: COUN W M JEFFREY (CHAIR)

Mesdames: L Wood, S McDonnell M Milsom,
J I Measor

Messrs: D Milsom, R Curtis & J Alvey

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

24. APOLOGIES FOR ABSENCE

Apologies for absence had been received and accepted from J Hardy,
(Mayor's duties).

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

26. REQUESTS FOR FINANCIAL ASSISTANCE

PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM
COUNCILLOR J ALVEY DECLARED AN INTEREST IN THE
MATTER AND TOOK NO FURTHER PART IN THE
DISCUSSION WHICH ENSUED.

(i) East Durham Citizens Advice Bureau

RECOMMENDED that a donation of £1,500 be made to contribute towards these services.

PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM
COUNCILLOR J I MEASOR DECLARED AN INTEREST IN THE
MATTER AND TOOK NO FURTHER PART IN THE
DISCUSSION WHICH ENSUED.

(ii) Victim Support

RECOMMENDED that a donation of £200.00 be made towards Victim Support. FURTHER RECOMMENDED that contact be made with this organization regarding this Council's representation at future meetings of their organization.

(iii) Special Needs Children's Carnivals

RECOMMENDED that a donation of £200.00 be made as a contribution towards presents, on the proviso that the party goes ahead in Peterlee.

27. REQUESTS FOR CONCESSIONARY USE OF

Consideration was given to the following request for concessionary use of the Town Council's facilities:-

PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM
COUNCILLOR R CURTIS DECLARED AN INTEREST IN THE
MATTER AND TOOK NO FURTHER PART IN THE
DISCUSSION WHICH ENSUED.

(i) Shotton Hall Banqueting Suites

(a) Horden Rugby Club – Presentation Night, Friday 1st June 2012
RECOMMENDED that free use of the Banqueting Suites be granted for Horden Rugby Club for this event.

(b) Wedding Exhibition, John Love Photography, Thursday 6th October 2011

RECOMMENDED no concessionary use be granted for this Wedding Exhibition.

(ii) **Helford Road Pavilion**

(a) **Trust Lodge RAOB, Sunday Evenings**

RECOMMENDED no concessionary use be granted for these meetings.

(b) **Cassie McGeehan – Fund the cost of taking Cassie to America/Europe for specialist treatment, Charity Night, Saturday 1st October 2011**

RECOMMENDED that further information be requested on this application for concessionary use and this be presented to the Council meeting to be held on 19th September 2011.

(iii) **Hill Rigg House**

Cast Offs, Community Spirit and Ladies Focus Group

RECOMMENDED that:-

- (i) **a further three months free use be granted to these community Groups;**
- (ii) **the report from the Facilities Manager on the operation of Hill Rigg House be submitted to the next meeting of this Committee for consideration;**
- (iii) **urgent attention be given to the door strip;**
- (iv) **Councillor J Alvey, the Leader and Town Clerk meet to discuss matters relating to the constitution, room hire etc of Hill Rigg House, at the earliest opportunity.**

28. **LETTERS OF THANKS**

RECOMMENDED that the following letters of thanks be received:-

(i) **Cast Offs Knitting Club**

(ii) **Peterlee Pumas ARLFC**

(iii) **R & E Allen – on behalf of their daughter Sophie**

(iv) **Byron College**

29. APPOINTMENT OF EXTERNAL HR CONSULTANT

The Town Clerk requested endorsement of action taken in appointing an external HR consultant to assist with the preparation for a staffing appeal.

RECOMMENDED that the action taken in this regard be endorsed at a cost as outlined at the meeting.