

PETERLEE TOWN COUNCIL

THE MINUTES OF THE CLERK'S ADVISORY COMMITTEE

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

ON MONDAY 12TH DECEMBER 2011

PRESENT: COUN W M JEFFREY (CHAIR)

Mesdames: S McDonnell, L Wood

Messrs: R Curtis, J Alvey & R Kyle

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

47. APOLOGIES FOR ABSENCE

Apologies for absence had been submitted and accepted from Councillors J Hardy, (Mayoral duties), H Bennett MBE, (holiday), C Austin, (ill), D Langan, (family bereavement), J I Measor, (childcare issues).

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

Matters Arising

To note and re consider items as agreed at the Council Meeting of the 21st November 2011:-

(i) Request for Financial Assistance

COUNCILLOR R CURTIS DECLARED AN INTEREST AND TOOK NO PART IN THE DISCUSSION WHICH ENSUED.

(a) Peterlee Radio Club

At the Council Meeting it was **RESOLVED** this item be considered further at the next meeting of the Clerk's Advisory Committee.

RECOMMENDED a donation of £50.00 be made to the Radio Club.

(b) Harbour – Fundraising for the Refuge

At the Council Meeting it was **RESOLVED a donation of £50.00 be agreed.**

(c) Salvation Army Horden & Easington Colliery

At the Council Meeting it was **RESOLVED that no donation be made at this time.**

RESOLVED that the donations budget be retained at £9,000 for the remainder of the financial year, and concessionary use not be allocated to this budget code.

(ii) Minute Number 43 - Request for Concessionary Use of Council Owned Buildings

(i) **The Pavilion**

(a) Charity Event, Firewalk, auction and raffle – 4th February 2012 – raising funds for Help the Heroes

At the Council Meeting it was **RESOLVED that free use be granted for this event.**

RECOMMENDED that the Pavilion Manager prepare a post event report on whether the event had gone well.

(b) Charity Fund raising for Cancer – 3rd March 2012

Further consideration was given to this request.

RECOMMENDED approval be given to this request for concessionary use.

(c) The Horizon Pool Group

At the Council Meeting it **RESOLVED due to financial constraints the offer of free coffee be withdrawn, but the pool table still be offered free of charge, and the organizers be advised of this face to face.**

(ii) **Shotton Hall Banqueting Suites & Meeting Rooms**

- (a) Football Club Annual Presentation, Banqueting Suites – 20th
June 2012

RECOMMENDED that free use be granted for this event.

- (b) Larger Local Councils Forum, Council Chamber – 17th
February 2012

At the Council Meeting it was **RESOLVED that free use be granted for this event.**

- (c) East Durham Association of Parish & Town Councils Meeting
– 13th March 2011

It was reported that the Association would need the Facilities for two meetings being held that day.

RECOMMENDED that free use be granted for these meetings.

(iii) **Hill Rigg House**

Cast Offs, Community Spirit & Ladies Focus Group

At the Council Meeting it was **RESOLVED that the outcome of the meeting with users be awaited.**

It was reported that this meeting had now taken place and consideration was given to the report of the Facilities Manager, (Shotton Hall and Hill Rigg House) following the meeting held with users on 29th November 2011. Unfortunately a representative of Community Spirit had not been at this meeting and it was asked that they be requested to submit a written report on exactly what they do at Hill Rigg House.

RECOMMENDED further free use be granted for the Ladies Focus Group, Cast Offs and The House Youth Group until the end of March 2012. FURTHER RECOMMENDED that a letter be sent to Community Spirit to find out how many people attend their sessions and for what duration.

COUNCILLOR R CURTIS DECLARED AN INTEREST IN THE FOLLOWING ITEM AND TOOK NO PART IN THE DISCUSSION WHICH ENSUED.

49. REQUEST FOR FINANCIAL ASSISTANCE - OAKERSIDE
MOTHER AND TODDLERS – CHRISTMAS PARTY

Consideration was given to this request for financial assistance.

RECOMMENDED that a donation of £50.00 be made towards the costs of the Christmas Party.

50. REQUEST FOR CONCESSIONARY USE OF COUNCIL OWNED
BUILDINGS

(i) **The Pavilion**

(a) Age UK County Durham – Winter Warmth Lunch Event,
Wednesday 25th January 2012

It was asked if further information could be obtained on this request ie who was to be catering the event etc. Further consideration would then be given to the request.

RECOMMENDED that further information be requested on this application.

(b) Richard Rowe, on behalf of Childreach International, Charity
Night, Friday 30th March 2012 or 6th April 2012

RECOMMENDED free use be granted for this fund raising event.

(c) RAOB Club

This concessionary use expired in December and Member's were asked to consider this for January onwards. The Facilities Assistant had reported that only a few people attended on a Sunday evening. It was asked that further details on this use be obtained to allow further consideration to be given to the request.

RECOMMENDED that the Pavilion Manager provide more detailed information on usage by this Group before a decision could be made on future concessionary use.

MINUTES OF THE CLERKS ADVISORY MEETING OF THE 12TH DECEMBER
2011

51. LETTER OF THANKS & APPRECIATION

- (i) Yoshiko Moss – Sendai Disaster Fund
- (ii) Victim Support - Donation

RECOMMENDED the letters be received.

FURTHER RECOMMENDED that a letter be sent to Victim Support asking who their current Chairman is.