

MINUTES OF THE CLERK'S ADVISORY COMMITTEE OF THE 9TH DECEMBER
2013

PETERLEE TOWN COUNCIL

THE MINUTES OF THE CLERK'S ADVISORY COMMITTEE

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

ON MONDAY 9TH DECEMBER 2013

PRESENT: COUN R KYLE (CHAIR)

Mesdame: M Milsom

Messrs: C J Metcalfe, W M Jeffrey &
D Milsom & S Miles (Observer)

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

26. APOLOGIES FOR ABSENCE

Apologies for absence had been submitted and accepted from
Councillor M Thompson.

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

Matters Arising

(i) Minute Number 21

It was asked if this matter had been considered any further. It was
advised this would be dealt with at the Annual Meeting in May 2014.

RESOLVED this be noted.

(ii) Minute Number 25 – Halloween Event

**RESOLVED the final sentence prior to the recommendation, be
removed from this minute.**

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(iii) Hartlepool Roundtable Charitable Trust, Motivational Speaking
Event, Thursday 9th January 2014

It was reported this event had now been postponed until further notice, however further information had also been requested from the applicant as agreed.

RECOMMENDED this matter be considered in due course.

(iv) Peterlee Police, Charity Christmas Party, Tuesday 17th
December 2013

It was reported that this event had been cancelled due to the requirement by the hirer to have all electrical equipment to be brought into the building fully pat tested, and was now to be held at the Southside Social Club, Easington.

RECOMMENDED an invoice be sent immediately as per the council policy relating to concessionary use.

28. REQUEST FOR A DONATION – CAB

Members were circulated with a request for a grant of £2,000 from the Citizens Advice Bureau. It was reported the most recent donation to the CAB was in September 2011, at £1,500.00. Members were concerned that this application was made from the Durham Office and whilst their area of operation covered Peterlee, they asked would the funding be used totally within the Town? It was suggested this be clarified if possible with the Town Council's County Councillor J Alvey.

RECOMMENDED this course of action be followed and Members reconsider this application at the next meeting.

29. REQUEST FOR CONCESSIONARY USE OF THE MUGA –
RUSSELL FOSTER YOUTH LEAGUE

Members gave consideration to this request but were advised that the financial information to support the application had not yet been

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received. It was agreed that until all of the appropriate information was received the Committee were unable to give this request their full consideration.

RECOMMENDED the relevant information be awaited.

30. SLCC – MEMBERSHIP 2014 – CONSIDERATION

Members were asked to approve the renewal of the Town Clerk's subscription to the Society of Local Council Clerks at a cost of £398.00.

RECOMMENDED the Town Council's subscription to the SLCC be renewed.

31. LETTER OF THANKS & APPRECIATION

Members were advised of a letter of appreciation received from Sgt Tracey Whelan, Safer Neighbourhood Unit, East Durham following the concessionary use granted for the Neighbourhood Watch Event held on 28th November 2013 which was a great success. Thanks were also given to the Facilities Team for their help and assistance on the night.

RECOMMENDED the letter be received.

