

A discussion ensued on this item and the following rules/policy were suggested;-

- i) a trial period, to be reviewed, with this new format of applications for a grant award;
- ii) all application forms to be available from local Ward Members, and completed forms to be returned to the Shotton Hall, to be considered at the Finance and General Purposes Committee;
- iii) each application must comply with the Charity/individual being located within the boundary of Peterlee, and to benefit at least 51% of the inhabitants of Peterlee, (having regard to Section 137 of the Local Government Act);
- iv) the £500.00 per Member to be spent within the current financial year, (beginning 1 April 2016), not be rolled over;

**RECOMMENDED** that this Policy be adopted for use in awarding financial grants from Local Ward Members.

64. TWINNING COMMITTEE MEETING

The Acting Town Clerk advised that a Twinning Committee Meeting would be held on Tuesday 23<sup>rd</sup> February at 10.30am. The relevant paperwork would be sent out to Members in due course.

**RECOMMENDED** that the information given, be noted.

65. MEMORIAL SERVICE FOR THE LATE PADDY FOX – ST. CUTHBERT'S CHURCH – SATURDAY 13<sup>TH</sup> FEBRUARY – 10.30am

The Mayor asked for Member's support in providing financial help with organizing the above Memorial Service.

**RECOMMENDED** that this item be considered at the Parks & Cemetery Meeting.

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Dantun*

MINUTES OF THE CLERK'S ADVISORY COMMITTEE OF THE 18<sup>TH</sup> JANUARY  
2016

PETERLEE TOWN COUNCIL

THE MINUTES OF THE CLERK'S ADVISORY COMMITTEE

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

ON MONDAY 18<sup>TH</sup> JANUARY 2016

PRESENT: COUN C J METCALFE (CHAIR)

Mesdame: K Hawley

Messrs: A Watson & S Miles

Councillor W M Jeffrey (Observer)

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

58. APOLOGIES FOR ABSENCE

Apologies had been submitted and accepted from Councillors M A Cartwright, (other commitments).

**RECOMMENDED** the Council approve the reasons submitted for absence received from Councillor Cartwright on the grounds given above, and her apologies for absence be recorded.

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

60. REQUEST FOR A GRANT – CITIZEN ADVICE BUREAU

Members considered the details received in support of this application.

**RECOMMENDED** a grant of £1,500 be made towards this organisation and their work with residents of the Town.

*M A Cartwright*