

PETERLEE TOWN COUNCIL

THE MINUTES OF THE ESTABLISHMENT COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL  
PETERLEE

ON MONDAY 7<sup>TH</sup> FEBRUARY 2011

PRESENT: COUN AUSTIN (CHAIR)

Mesdames:- S McDonnell, L Wood & J Black

Messrs:- T A Jones, J Alvey, H Bennett MBE, W M Jeffrey, R Curtis, C Watkins, D Langan, C J Metcalfe & C Robbins

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

73. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted from Councillors R W Jones, (wife ill), G Cowie, (bronchitis), J I Measor, (Hospital treatment), E W Hall, (stroke), D & M Milsom, (holiday).

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

75. ADVISORY BULLETINS - NJC CAR ALLOWANCES 2010/11 - CHANGE TO VAT

Extracts of this bulletin had been circulated to each Member.

**RECOMMENDED that the NJC car allowances as detailed in the circular be paid from 1<sup>st</sup> April 2011.**

76. FUTURE JOBS FUNDS – SPORTS DEVELOPMENT TRAINEE POSITION – APPROVAL FROM COUNTY DURHAM SPORTS

Members were circulated with a copy of the approval granted from County Durham Sports for this temporary position.

**RECOMMENDED that progress be awaited.**

77. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED, THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1961 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

78. OVERTIME REPORT

The Overtime Report and Hours Worked by Facilities Staff Report, a copy of which had been circulated to each Member, was considered.

**RECOMMENDED that the contents of the report be accepted.**

79. ABSENCE REPORT

The Absence Report, detailing staff absence since the last meeting of this Committee, had been circulated to each Member for their information.

**RECOMMENDED that the contents of the report be accepted.**

80. PROPOSED RE STRUCTURE

It was reported that there was to be a meeting on 8<sup>th</sup> February 2011 to begin the consideration on the possible restructure following the retirement of the Town Clerk being approved.

**RECOMMENDED that progress be awaited.**