

PETERLEE TOWN COUNCIL

THE MINUTES OF THE ESTABLISHMENT COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL

PETERLEE

ON MONDAY 4TH JULY 2011

PRESENT: COUN S McDONNELL (CHAIR)

Mesdames: J Black & M Milsom

Messrs: J Alvey, W M Jeffrey, D Milsom, R W Jones, J Hardy, D Langan, R Kyle, T A Jones, C Watkins, R Huitson & C J Metcalfe

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

9. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted from Councillors L Wood, (on holiday), C Robbins, (holiday) & G Cowie, (asthma).

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

11. TOWN CLERK – EXAMINATION SUCCESS – CHARTERED MANAGER AWARD – CHARTERED STATUS FROM THE C M I

Members congratulated the Town Clerk on achieving this accolade.

RECOMMENDED the information given be noted.

12. 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.

13. 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.

14. 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.

15. CLOSURE OF PETERLEE NEWTOWN SOCIAL CLUB

The Town Clerk gave an update advising that the Football Club would cease trading on Monday 4th July 2011 at mid night. The staff would be paid the appropriate redundancy payments and the Clerk was to arrange to re-locate existing users wherever possible.

RECOMMENDED that the information given be noted.

16. STAFF SUSPENSION - UPDATE

The Town Clerk gave Member's a brief update with this matter.

RECOMMENDED that the information given be noted and progress be awaited.