

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE FINANCE & GENERAL

PURPOSES COMMITTEE,

HELD IN THE COUNCIL CHAMBER,

SHOTTON HALL, PETERLEE ON MONDAY 6TH FEBRUARY 2006

PRESENT: COUN R KYLE (CHAIR)

Mesdames: M A Cartwright, M Milsom,
A E Laing & J I Measor

Messrs: B Scott, E W Hall, T Jones, C
Robbins, D Milsom, G Calvert, B Joyce,
D Coates, W M Jeffrey, H Bennett, R
Curtis & G Cowie

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

149. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors R Huitson and R Jones.

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

Matters Arising

a) Minute No 134- Central Area Forum the notes following the delegate's attendance at this meeting were circulated for Member's information. Members referred to the item on the agenda from Peterlee Town Council relating to the amount of debris left following refuse collections and building works. Following discussion, it was **RECOMMENDED that:-**

R Kyle

- i) **Keith Parkinson, Environmental Health & Licensing Manager, be invited to attend a future meeting to discuss this issue along with the Clean Neighbourhoods and Environment Act; and**
- ii) **a letter be sent to Durham County Council expressing concern at the way in which roads and footpaths around the District were not cleaned or tidied following works carried out by them and ask them to revise their procedures to include this.**

b) Minute No 144- Quality Parish Council Open Day Event- Saturday 18th March 2006 the Town Clerk advised Members that this event was to be between 10.00am and 3.00pm and he would be taking the Town Council's display to it. He asked for Member's support by attending and giving their perspective on Quality Parish Council Status.

RECOMMENDED that any Members that were available attend this open day, along with the Town Clerk, inform the Office as soon as possible.

c) Minute No 147- Review Of Capacity And Direction – A Proposal From Solace Enterprise Members were asked to note the decision from the Council Meeting not to go ahead with this proposal.

RECOMMENDED that the information given be noted.

151. THE REPORT OF THE FINANCE SUB COMMITTEE HELD ON THE 6TH FEBRUARY 2006, a copy of which had been circulated to each Member was adopted.

152. NATIONAL ASSOCIATION OF COUNCILLORS

a) AGM And Conference - Prevent Prepare And Protect – Planning For Emergencies, 25th-27th November 2005- Delegate's Report a copy of which had been circulated to each Member, was

b) English Region-Nomination For Election Of Officers

Members were circulated with a copy of correspondence received from the National Association of Councillors requesting nominations for the election of officers.

RECOMMENDED that Councillor J Measor be nominated on the Town Council's behalf.

153. THE MINUTES OF A MEETING OF THE LARGER LOCAL COUNCILS COMMITTEE OF THE 10TH JANUARY 2006, a copy of which has been circulated to each Member, were received.

Members thanked the Town Clerk for his work on the Larger Local Council's Committee.

RECOMMENDED that the information given be noted.

154. THE REPORT OF THE PETERLEE YOUTH COUNCIL HELD ON 16TH JANUARY 2006, a copy of which had been circulated to each Member was accepted.

155. COUNTY DURHAM GROUP TRAVEL GUIDE 2006

Members were circulated with a copy of information regarding the publication of this guide which included information held for Shotton Hall.

RECOMMENDED that the information given be noted.

156. LAMB & EDGE- MERGER

Members were circulated with a copy of correspondence advising that from the 3rd January 2006, Lamb & Edge had merged with GVA Grimley LLP; the merged firm will trade in the North East as GVA Lamb & Edge.

RECOMMENDED that the information given be noted.



157. ZURICH MUNICIPAL

a) LCAS Renewal

Members were asked to give consideration to the renewal of membership to the Local Council Advisory Service scheme at a cost of £158.63.

RECOMMENDED that the Town Council renew its membership with the Local Council Advisory Service (Zurich Municipal) at a cost of £158.63.

b) Policy Renewal

Members were asked to endorse the action taken by the Town Clerk in agreeing the renewal of the Town Council's insurance with Zurich Municipal on the terms outlined.

RECOMMENDED that the action taken by the Town Clerk be endorsed.

158. COUNTY DURHAM & DARLINGTON FIRE & RESCUE SERVICE- THE REGULATORY REFORM FIRE SAFETY ORDER (RRFSO)

Members were circulated with information regarding the above and details of the RRFSO seminars at Durham and Darlington Fire Rescue Service Headquarters on various dates through March.

RECOMMENDED that the Town Council be represented at one of the business seminars in March by the appropriate officer.

159. SHOTTON HALL BANQUETING SUITES – LINE CLEANING REPORT

Members were circulated with a copy of a report regarding line cleaning for Shotton Hall Banqueting Suites. During discussions the question was raised regarding the number of types of loggers on

scrutinised when the tender was put out for the supply of beers and lagers.

RECOMMENDED that the contents of the report be accepted.

160. RESOLUTION TO EXCLUDE THE PRESS & PUBLIC IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED THE COMMITTEE PASSED A 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

161. 6/7 ARMSTRONG ROAD PETERLEE - AUTHORITY TO WRITE OFF DEBT

The Town Clerk gave Members details of an outstanding debt relating to 6/7 Armstrong Road, Peterlee that he had pursued through all avenues available to him.

RECOMMENDED that the Town Council write off the debt due from M & K Air Services in the sum of £3,818.75 in respect of rent and legal fees relating to the leasing of 6/7 Armstrong Road, Peterlee.

162. SHOTTON HALL CATERING FRANCHISE

Members were circulated with details of expressions of interest that had been received for this franchise.

RECOMMENDED that Mrs J Cockburn be invited to submit a tender for this licence.

163. SHOTTON HALL BANQUETING SUITES – HIRE FEES FOR DECEMBER EVENING EVENTS

The Town Clerk asked Members to give consideration to a draft letter prepared regarding the hire of Shotton Hall for functions in December.

Following discussion, it was **RECOMMENDED** that all evening hirers of Shotton Hall Banqueting Suites in December be requested to pay the full hire fee including vat, at the time of booking.

164. ASSOCIATION OF LARGER LOCAL COUNCILS

a) Chief Executive's Progress Report

A copy of the Chief Executive's Progress report which gave an update on current activities of the Association including finance, neighbourhood councils, Conference 2006, legal services, the officers, Executive Committee and President was circulated for each Member for their information.

RECOMMENDED that the information given, be noted.

b) Renewal of Annual Subscription

Members were asked to give consideration to the renewal of the Council's annual subscription to the Association of Larger Local Councils.

RECOMMENDED that the Town Council renew it's annual subscription to ALLC at a cost of £825.00.

165. CREDIT CARD FOR BUSINESS USE

The Town Clerk asked if this item could be withdrawn and considered further at the Council meeting.

166. BUCKINGHAM PALACE GARDEN PARTIES

The Town Clerk had circulated information to Members on this item. He intended placing this matter on the Parks agenda for discussion.

RECOMMENDED that this item be considered further at the Parks & Cemetery Committee.

167. WORKS IN SOUTH DENE PARK

The Town Clerk requested endorsement of action taken in carrying out emergency tree works at a cost of £920.00 in the area adjacent to the Methodist Church.

RECOMMENDED the action taken by the Town Clerk in arranging for these emergency works to be carried out, be endorsed.

168. PETERLEE REGENERATION PLAN - STAGE TWO

The Town Clerk confirmed he had received details of tenders for Stage 2 of the Peterlee Regeneration Plan and that the Town Council's share (10%) would be up to a maximum figure of £13,675.00.

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

A handwritten signature in cursive script, appearing to read 'R. Kyle', is written in the center of the page.