

PETERLEE TOWN COUNCIL
MINUTES OF THE MEETING OF THE
FINANCE & GENERAL PURPOSES COMMITTEE
HELD IN THE COUNCIL CHAMBER, SHOTTON HALL,
PETERLEE

ON MONDAY 4TH APRIL 2011

PRESENT: COUN. C J METCALFE (CHAIR)

Mesdames: M Milsom, S McDonnell, L Wood &
J Black

Messrs: W M Jeffrey, T Jones, J Alvey,
R Huitson, C Austin, C Watkins,
D Milsom, D Langan, R Curtis &
H Bennett MBE

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

183. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted from Councillors; E W Hall (poorly) and R Jones (Wife poorly).

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

185. THE REPORT OF THE FINANCE SUB COMMITTEES
MEETING OF 10th & 31ST MARCH 2011, copies of which had been circulated to each Member, were approved.

186. EAST DURHAM ASSOCIATION OF PARISH & TOWN COUNCILS – MINUTES OF THE MEETING HELD ON 23RD NOVEMBER 2010

A copy of the above Minutes had been circulated to Members for their information.

RECOMMENDED that the information given, be noted and no response be made to the consultation.

187. NALC E - BULLETINS

Members were circulated with a copy of the E-Bulletins issued by NALC.

RECOMMENDED that the information given, be noted.

188. DIS EXTRA – NALC’S DIRECT INFORMATION SERVICE – ISSUE 755

Members were circulated with a copy of the latest issue of the Direct Information Service Bulletin.

RECOMMENDED that the information given, be noted.

189. ROYAL GARDEN PARTY 2011

The Acting Deputy Town Clerk advised Members that the Town Council had not been selected to attend this years Garden Party, and that Belmont and Brandon and Byshottles had been successful in the draw for places.

RECOMMENDED that the information given, be noted.

190. DURHAM COUNTY COUNCIL

(i) Review Of Community Alarms & Telecare Services

Members were circulated with a copy of the above Review, which included conducting a survey of the current services provided and consulting about what kind of services the public would like to see in place for the next three to five years.

RECOMMENDED that the information given, be noted and no response be made to the consultation.

(ii) Review of Sport & Leisure Indoor Facilities

Members were circulated with a copy of the above Review Consultation.

RECOMMENDED that the information given, be noted and no response be made to the consultation.

191. HEALTHWORKS STEERING GROUP – AGM – 10TH MAY 2011 AT 12.30PM, HEALTHWORKS, EASINGTON – REQUEST FOR SUPPORT & REPRESENTATION

Members were circulated with a request for representation at the Health Works Annual General Meeting and future meetings.

RECOMMENDED that Councillor R Huitson represent the Town Council at the AGM to be held on 10th May 2011.

192. DECENTRALISATION & THE LOCALISM BILL – AN ESSENTIAL GUIDE

Members were circulated with a copy of the above Document for their information.

RECOMMENDED that the document be received.

193. “SUPERFAST BROADBAND IS EVOLVING IN COUNTY DURHAM – DIGITAL DURHAM EVENT” – THURSDAY 7TH APRIL 2011, RIVER GREEN CENTRE, AYKLEY HEADS, 9.30 – 12 NOON

The Acting Town Clerk advised receipt of an invitation to attend the above Event.

RECOMMENDED that Councillor S McDonnell represent the Town Council at this Event.

194. FAIRBAIRN ROAD – JARVIS ROAD, PETERLEE TEMPORARY ROAD CLOSURE

A copy of a letter from Durham County Council had been circulated to Members advising of a temporary road closure as from Wednesday 30th March 2011 on Fairbairn Road between and including its junctions with Johnson Close and Jarvis Road. The closure would be necessary for some six weeks to complete new sewer and manhole installation works.

RECOMMENDED that the information given, be noted.

195. FEES & CHARGES 2011/12

- (a) Burials

Further consideration was given to the fees and charges for this service.

RECOMMENDED that:-

- i) **an increase of 3.5% be applied to the burial fees with affect from Tuesday 5th April 2011,**
- ii) **the fee for a ‘Still Born’ remain the same.**

FURTHER RECOMMENDED a Report be prepared detailing the actual costs to bury a person.

COUNCILLOR J ALVEY DECLARED AN INTEREST IN THE FOLLOWING MATTER AND TOOK NO PART IN THE DISCUSSION WHICH ENSUED.

(b) Allotments

RECOMMENDED that the Clerk's Advisory Committee meet with the Leisure Gardeners Association and an explanation be given on issues including the payment of water rates by them.

(c) Peterlee Fooball Club

RECOMMENDED that:-

- i) an invoice be sent to Peterlee Newtown F.C. for payment for the Seasons fees – 2009/2010 and 2010/2011. If no response was made within one week of posting then the Accounts Assistant contact Mr Measor on the matter,**
- ii) if the outstanding invoices are not paid then a meeting of the Eden Lane Liaison Group Working Party be convened to discuss this further**
- iii) all Football Teams be invoiced prior to the football season**

196. COUNCIL TAX – COMPLAINTS

Members had been circulated a copy of a letter relating to the Council Tax for Peterlee received from Graham Morris MP.

A draft Statement had been produced in an attempt to answer residents concerns at the increase in Council tax. It was felt that it was important to stress that the Town Council raises money via its precept from the people, and do not get grants from other sources.

RECOMMENDED:-

- i) **Mr Morris’ letter be acknowledged and a full reply be sent when its contents had been agreed;**
- ii) **A full Statement be prepared in response to these complaints, it be stressed that the Town Council did not have access to the grants that other neighbouring authorities had.**

197. NEW AUDIT REGIME

The Acting Town Clerk asked Members if they wished to remain regulated by the FRSSE, continue to produce a full set of accounts and retain the full audit and audit fee. The maximum audit fee under the Limited Assurance regime was currently £2,500.

RECOMMENDED that the Town Council remain regulated by the FRSSE and a full set of accounts be produced and audited at an approximate cost of £2,500.

198. 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.

199. “ABOUT TOWN” NEWSLETTER”

The Acting Town Clerk asked for Members’ approval for The Print Factory to print the ‘About Town’ Newsletter for the next financial year at a cost of £1,540.00 each issue. This was in line with Quality Parish Status requirements.

RECOMMENDED that approval be given for the printing of the ‘About Town’ newsletter for the next financial year

at a cost of £1,540.00 for each issue.

200. GRAFFITI ART PROJECT, SKATE PARK – SERVICE LEVEL AGREEMENT

The Acting Town Clerk advised Members she had received correspondence from Vestige CIC, Hartlepool, offering the Town Council a grant application service for the above project, there was a cost implement to this grant application, if funds were not raised, and a service level agreement needed to be signed.

Members reiterated that this project had already been agreed with Devil Wear, a local firm based in Horden, free of charge.

RECOMMENDED that the SLA not be signed with Vestige CIC of Hartlepool.

201. INTERNAL AUDIT REPORTS

- (i) Annual Report
- (iii) Democratic & Civic Expenses
- (iv) Officers Travel & Subsistence

Copies of the above Reports had been circulated to Members for their attention.

RECOMMENDED that the reports and their contents, be accepted.

202. PONYFIELDS – INDEPENDENT SURVEY

Members were circulated with a copy of an independent survey carried out by ARC Environmental LTD, which recommended a CCTV drainage survey and condition survey should be carried out which would definitely determine if any damage to the existing draining run had occurred.

Members were given to understand that Durham County Council had given an assurance that they would arrange for a survey to be carried out.

RECOMMENDED that Durham County Council be requested to progress this item as a matter of urgency.

203. REBUILD CRICKET CLUB

The Acting Town Clerk gave Members a verbal update on this item, and a copy of documents received were circulated to each Members for consideration.

RECOMMENDED that further contact be made with the Trustees requesting them to furnish the Town Council with all of the relevant information to allow this matter to proceed.

204. ABLE CONSTRUCTION – LEAKING ROOF – THE PAVILION

The Acting Town Clerk advised progress on this matter and circulated details in this regard.

RECOMMENDED that an urgent meeting of the Helford Road Working Party be convened to discuss and progress this matter further.

205. LARGER LOCAL COUNCIL'S MEETING

The Acting Town Clerk advised of the above meeting was to be held on Friday 13th May 2011 at 10.30am, hosted by Murton Parish Council in the Glebe Centre, Murton, and items for discussion were requested.

RECOMMENDED that the information given, be noted.

206. NAC REPRESENTATION

The Acting Town Clerk asked for clarification as to the NAC Meetings which the Council's representative, Councillor Mrs J Measor normally attended.

RECOMMENDED that the Town Council do not send the representative to any NAC Meetings/Conferences during the current period of embargo. It be noted that a Member could not attend at their own expense, as they were not on official Town Council business and therefore, were not covered on the Council's insurance policy.