

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE OF THE 6TH
JUNE 2011

THE MINUTES OF THE MEETING OF THE

FINANCE AND GENERAL PURPOSES COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 6TH JUNE 2011

PRESENT: COUN L WOOD (CHAIR)

Mesdames: M Milsom, S McDonnell, J I Measor & J Black

Messrs: C J Metcalfe, H Bennett MBE, C Robbins, R W Jones,
C Austin, W M Jeffrey, D Langan, D Milsom, R Huitson, R
Kyle, R Huitson, T A Jones & C Watkins

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

PRIOR TO THE START OF THE MEETING MEMBERS STOOD IN A
MINUTES SILENCE AS A MARK OF RESPECT FOR MRS
MARGARET CLAY.

1. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted from Councillors
J Alvey, (ill), E WHall, (ill), G Cowie, (ill) & J Hardy, (DCC
Meeting).

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

Matters Arising

Council Tax Complaints – To consider a statement

MM

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE OF THE 6TH
JUNE 2011

RECOMMENDED the Clerk prepare a statement in response to the representations that had been made by residents.

3. THE REPORT OF THE FINANCE SUB COMMITTEE MEETINGS OF THE 21ST APRIL 2011 & 26TH MAY 2011 a copy of which had been circulated to each Member, was agreed.

4. APOLLO PAVILION STEERING GROUP – MINUTES OF THE MEETINGS HELD ON 15TH MARCH & 5TH APRIL 2011

Copies of these minutes had been circulated for Member's information. It was reported that the County Council had advised that they were unable to use the services of the Town Council to open and close this facility due to budget restraints. This was noted and it was suggested that the County Council be asked for contact details in case of any emergency.

RECOMMENDED an emergency contact number for the Pasmore Pavilion be obtained.

5. DURHAM ASSOCIATION NEWS – ISSUE 34, MAY 2011

RECOMMENDED that the information contained within the newsletter, be noted.

6. HM THE QUEEN'S DIAMOND JUBILEE BEACONS – 4TH JUNE 2012

RECOMMENDED further consideration be given to this item as and when information had been received from Durham County Council and other Parishes.

7. PROPOSED CHANGES TO THE HOME SCHOOL/COLLEGE TRANSPORT POLICY

WMA

Members gave consideration to this consultation. Members felt these changes may impact and make the already existing problem of school gate parking, worse.

RECOMMENDED that the information given be noted.

8. ELECTORAL REVIEW OF COUNTY DURHAM: FURTHER
DRAFT RECOMMENDATIONS

Consideration was given to the draft recommendations received from the Boundary Commission. The main changes requested by the Town Council had been to specific streets being re-allocated. Unfortunately it was not possible to determine whether the Town Council's request had been granted from the information received.

RECOMMENDED a detailed map be requested from the Boundary Commission to clarify the draft recommendations so that a further response could be made by the Town Council if necessary.

9. PETERLEE TOWN COUNCIL - ANNUAL RETURN 31ST MARCH
2011

Consideration was given to the statement of accounts prepared for the period 1st April 2010 to 31st March 2011. A Local Member requested further detail on the list of debtors and creditors, in particular with reference to outstanding payments to DTA Engineering.

RECOMMENDED:-

- (i) a list of debtors and creditors be provided to the Member that had requested it and approval be given to the payment to DTA in relation to works carried out at The Pavilion;
- (ii) the Accounts be accepted;
- (iii) the debt recovery policy be reviewed and updated;
- (iv) the Annual Return be considered at the Council Meeting.

MW

PRESS AND PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1961 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

14. PHOENIX LINE CLEANING SYSTEM

RECOMMENDED this system be considered further at the Helford Road Management Board Meeting to be held on 7th June 2011 and a decision be made on this trial being continued or not.

15. TENDERS FOR THE SOLE SUPPLY OF BEER, LAGER & CIDER
- DUE 7TH JUNE 2011

RECOMMENDED that the report be awaited following tenders being received for the supply of beer, lager and cider.

10. DETAILED INCOME & EXPENDITURE BY BUDGET HEADING
UP TO 31ST MARCH 2011

- (a) Shotton Hall
- (b) The Pavilion
- (c) Eden Lane Football Club FC
- (d) Information Centre

RECOMMENDED that a Special Meeting be held on Friday 10th June 2011 to consider in detail where efficiencies could be achieved in respect of all of the Town Council's operations and services.

11. INTERNAL AUDIT

- (i) Proposed Contract Agreement between Gordon Fletcher, (Internal Auditor) and Peterlee Town Council

RECOMMENDED that the action taken in arranging for the Internal Audit function to be carried out by Gordon Fletcher, at the terms as given, be endorsed.

- ii) Internal Audit Report - Peterlee Football Club

RECOMMENDED the Town Clerk respond urgently to issues raised in the report, and a system be established for the transfer of stock between facilities. **FURTHER RECOMMENDED** the issue of lone working at The Football Club be addressed immediately.

12. STOCKTAKE SUMMARY SHEETS

Members were circulated with a copy of stock take sheets for the three licensed premises belonging to the Town Council.

RECOMMENDED that the stock take reports be accepted.

13. 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