

PETERLEE TOWN COUNCIL

MINUTES OF A MEETING OF THE PARKS &
CEMETERY COMMITTEE

HELD ON MONDAY 13th JULY 2015

PRESENT: COUN M A CARTWRIGHT (CHAIR)

Mesdames: K Liddell, S Simpson, L M Wood & K Hawley

Messrs: S Miles, W M Jeffrey, C Watkins, L Cook,
R J Curtis, R Kyle, J Alvey, C J Metcalfe, C Robbins
& A Watson

**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 had been submitted and accepted from Councillor V Watson,
(on holiday).

**RECOMMENDED the Council approve the reasons submitted for
absence received from Councillor Watson on the grounds given
above, and her apologies for absence be recorded.**

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

Matters Arising

Minute Number 3 – Peterlee Leisure Gardeners

A Local Member asked what progress had been made since the last meeting.
The Deputy Town Clerk reported that arrangements had been made for DCC
Audit to carry out a further audit on the PLGA, although it had not been
possible to determine a cost and a timetable at this point. The Horticultural
Supervisor confirmed he had prices for the demolition of the shelter. A
further joint meeting would be convened in due course.

RECOMMENDED that progress with these issues, be awaited.

11. PROGRESS REPORT OF THE HORTICULTURAL SUPERVISOR

The report of the Horticultural Supervisor, a copy of which had been previously circulated to each member, was considered.

1. Maintenance Overview (All Areas)

(a) Eden Lane Cemetery

Members were advised that a number of tarmac pedestrian walkways were suffering from shrinkage from the effects of degradation of concrete “haunching” and age.

RECOMMENDED Members include this area and view Eden Lane Cemetery Pathways, within the forthcoming Annual Parks Department Inspections, (to be held on a date to be agreed in August 2015), and make a decision based on the two options given in the report.

(b) Eden Lane Cemetery (Cremated remains section)

After Liaising with the Cemetery Officer, it had become apparent that there was a need for additional cremated remains spaces (ashes) and this would also require additional tarmac paths in order to service the next phase of this project and details were supplied.

RECOMMENDED this area also be included within the forthcoming Annual Parks Department inspections.

(c) Eden Lane Cemetery (Phase 2 Capital Projects)

Members attention was drawn to the requirement to looking at the factoring of future budgets for the proposed Phase 2 development of the existing Eden Lane Cemetery together with putting together suitable options as to how Peterlee Town Council achieve this project. It was envisaged that there may be 10-15 years of developed burial space left within the Eden Lane Cemetery, however this needed to be looked at in conjunction with the need to assess and plan the capital infrastructure required such as utilities, drainage etc.

It was suggested Members may wish to consider a long term brief or indicate a future working party to look at how Peterlee Town Council could achieve such a project and more importantly who would “head up” the lead in to what was a substantial capital project both financially and in terms of resources and implications for the Parks Department.

RECOMMENDED consideration be given to an appropriate “lead in” time for consultation, needs assessments and appointment of Technical Consultants at a future meeting.

(d) Helford Road Cricket Boundary Area

It was envisaged that the next are for a multi agency approach to cleaning and tidying would be areas of Helford Rd Cricket boundary and North Blunts Site. It was hoped this initiative would be extended to other areas in Peterlee throughout the year. In considering this matter reference was made to the Show and it was suggested that perhaps volunteers could go around the Show Field with black bin bags on the evening of the stage entertainment to assist in litter clearing and that an announcement could be made over the PA regarding rubbish and the use of bins.

RECOMMENDED the area identified be the next one for attention and further progress and further areas be identified and tackled in due course. FURTHER RECOMMENDED the suggestions on rubbish collection be passed on to the Co Ordinator for this years Show.

(e) Helford Road “Fit for All”

Members were requested to approve the siting of the five pieces of exercise equipment at the Helford Pavillion site (Option 1) for the following criteria. Critical Risk Analysis has been carried out together with searches for utilities located within the area. Members considered fully the three options and it was stressed that the equipment was fixed by bolts and could be re located if necessary, for maintenance or if it was felt the location was not suitable. Members felt there needed some type of barrier put in place next to the car park and the Officer reported there may possible be fencing that could be re located or used from spare/surplus fencing in stock.

RECOMMENDED Option 1 be the preferred site for this equipment, subject to suitable barrier/fencing being put in place.

12. TREE PLANTING BY FORMER MAYORS

It was asked by the Mayor and Chair of this Committee, that this matter be place on the agenda for further consideration and there was a lengthy debate on the matter.

RECOMMENDED:-

- (i) A tree be planted for each Mayor (one tree, no matter how many times a Councillor may have been Mayor);**

- (ii) **A granite plaque be put in place for each tree, and those that had been damaged, be replaced.**

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 PRESS AND PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1960 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

14. IMPACT OF ADDITIONAL HOURS WORKED IN THE PARKS DEPARTMENT

Members gave further consideration to this report which had been referred from the Establishment Committee held on Monday 6th July 2015. There was considerable discussion on the draft job description and the rota/shift pattern and lone working in considering this role.

RECOMMENDED approval be given to an Attendant being engaged on a six month fixed term contract.

Councillors K Hawley and L Cook wished for their names to be recorded as being against this recommendation.

15. REQUESTS TO PURCHASE LAND

- (i) Wallflower Avenue

Members were circulated with a copy of this request to purchase a narrow strip of land to the rear of the property. As agreed at the meeting in April the Horticultural Supervisor had spoken to Northumbrian Water and the resident and he had no objections to offer for this sale.

RECOMMENDED this request be agreed with the resident paying all of the legal costs involved with this sale.

PRIOR TO CONSIDERATION OF THE FOLLOWING MATTER, COUNCILLORS R CURTIS, C ROBBINS, J ALVEY, C WATKINS & W M JEFFREY DECLARED AN INTEREST AS THE BUILDER WAS KNOWN TO THEM, AND TOOK NO PART IN THE DISCUSSION WHICH ENSUED.

(ii) Eden Lane to build bungalows

Members were circulated with a copy of a request received in the above regard.

RECOMMENDED the Horticultural Supervisor prepare a report on this request and the land in question and this request be reconsidered at that point.

PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM COUNCILLOR C WATKINS DECLARED AN INTEREST AND TOOK NO PART IN THE DISCUSSION WHICH ENSUED.

(iii) Easington Tyre & Auto Centre

Members considered the report prepared by the Deputy Town Clerk.

RECOMMENDED:-

- (i) **approval be given to sell a parcel of land to Easington Tyre Centre, the exact dimensions and boundary to be agreed following a site visit with Local members and the applicant;**
- (ii) **as agreed previously, restrictive covenants be put in place regarding building on the site and its future use, and all legal fees and costs to be paid by the applicant;**
- (iii) **the Deputy Town Clerk advise Members of the clawback arrangements with the Commission for Newtowns.**

16. STAFFING THE PAVILION – PROGRESS

Members gave further consideration to this item.

RECOMMENDED this matter be deferred.