

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE RESOURCES COMMITTEE

HELD IN THE BRANDLING SUITE, SHOTTON HALL, PETERLEE

ON MONDAY 8<sup>TH</sup> NOVEMBER 2021 at 6.30PM

PRESENT:- COUN M A CARTWRIGHT (CHAIR)

Mesdames:- J Black, M McCue, L Liddell, S Simpson, K Hawley & D Howarth

Messrs:- M Sanderson, B Fishwick & R Moore

13. Apologies for Absence

Apologies for absence were offered to the meeting and accepted from Councillors G Johnson, S McDonnell, A E Laing, D Hawley, K Duffy & T Duffy.

14. To receive declarations of interest

Members were reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise. None were offered. **RESOLVED the information given, be noted.**

15. To approve the minutes of the previous meeting

**RESOLVED the minutes of the previous meeting of the Resources Committee held on Monday 13<sup>th</sup> September 2021 be approved as a true and correct record.**

16. Appraisal & Development Policy and Process

Members received a presentation outlining the Council's approach to staff appraisal and development from the Town Clerk. He explained why an appraisal and development process was so important, why it was introduced in 2019 by the Town Council, what the process was, what a performance appraisal is, how the process works. The Town Clerk also reported how the staff felt after the start of the process and then what the results of the staff survey in 2021 were. In closing he demonstrated how staff had taken up various learning and development opportunities throughout each Department. The Appraisal Panel for the Town Clerk were to meet on Monday 15<sup>th</sup> November 2021 and

then Managers and then staff would receive their 12month annual appraisals.  
**RESOLVED the information given, be noted.**

17. The Report of the Scrutiny Committee of the 27<sup>th</sup> September 2021

Members were asked to consider the recommendation made by Scrutiny Committee on 27<sup>th</sup> September 2021 that the Town Council should invest in Shotton Hall as a venue for community use and events and not a commercial hospitality/banqueting venue and to approve the Town Clerk proceeding on this basis. There was discussion on the item and it was unanimously agreed the focus be on retaining Shotton Hall grounds and building as a community asset. The Town Clerk advised he was working with DCC procurement on the proposal for the necessary repair works to the building and would report that to Council for consideration and approval. When the project had been costed he would consider avenues for grant funding for the works and there may still be an element of Public Works Loan Board funding required. **RESOLVED a further report be awaited on the cost of the repairs.**

18. The notes of the Events Working Party of the 6<sup>th</sup> October 2021

Members were asked to note the contents of the notes of this Working Party.  
**RESOLVED the information given, be noted.**

19. Repairs to the Showers – Lowhills Road Sports Changing Rooms

The Report of the Facilities Manager, (Shotton Hall), requesting endorsement of action taken in making the showers fully operational for the football season was considered.  
**RESOLVED the action taken in this regard be endorsed.**