

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE RESOURCES COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 11TH SEPTEMBER 2023 at 6.30PM

PRESENT:- COUN R MOORE (CHAIR)

Councillors: S Simpson, H Stockport, FJ Black, K Hawley, R Scott,
A Laing, D Howarth, R Burnip, K Liddell, D Hawley, K Duffy & T Duffy

34. Apologies for Absence

Apologies for absence were noted from Councillors M Cartwright, D Quinn, W Fishwick & M Sanderson.

35. 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 disclosed.

36. To approve the minutes of the previous meeting

RESOLVED the minutes of the previous meeting of the Resources Committee held on Monday 13th March 2023, be approved as a true and correct record.

37. Use of PTC owned premises by outside bodies

This item had been raised by Councillor Rob Moore requesting the use of community facilities to be discussed by Members, in particular the use of our facilities at Woodhouse Park.

The Council suggested the Clerk meet with Direct Steps to discuss arrangements for you to cease use of the WHP building, and to explore other options for using PTC's facilities including the potential for increased use of The Pavilion Sports & Community Centre and/or hire of one of the function rooms at Shotton Hall. It was also suggested a copy of their most recent company accounts to enable them to assess the financial circumstances of the business. This would help inform future decisions about the degree of support/discount that the Council might offer in terms of hire discounts, etc.

RECOMMENDED this course of action be approved and progress be awaited.

38. Policies

Members were asked to consider and review the following policies:-

- (a) Flexible working Policy [To view the flexible working policy please use this link](#)
- (b) Information and information Management Policy [To view the Information & Information Management Policy please use this link](#)
- (c) Lone Working Policy [To view the Lone Working policy please use this link](#)

RECOMMENDED consideration of the policies be deferred until the next meeting.

39. Outstanding Debt to be written off

Members considered the report requesting approval to write a debt off. It was suggested the debt collection process be taken further and the council investigate the use of a bailiff service/court enforcement. Following discussion it was

RECOMMENDED:-

- (a) This debt not be written off at this moment in time;**
- (b) The collection of debts process be looked into further in terms of recovery of this amount;**
- (c) In future, hire charges for facilities at both Shotton Hall and The Pavilion be paid up front/immediately for any new hires for the first three months, at least, until a business relationship could be established and then they could be invoiced monthly.**