

THE MINUTES OF THE MEETING OF THE SCRUTINY COMMITTEE  
HELD IN THE BRANDLING SUITE, SHOTTON HALL, PETERLEE  
ON TUESDAY 6<sup>TH</sup> SEPTEMBER 2022

PRESENT: COUN K HAWLEY (CHAIR)

K Liddell, M McCue, R Burnip, D Hawley & D Howarth

1. Apologies for Absence

Apologies for absence were submitted and accepted on behalf of Councillors J Black, G Johnson & T Duffy. **RESOLVED the apologies for absence be recorded.**

2. The Minutes of the Last Meeting held on 8<sup>th</sup> August 2022

The previous meeting had not been quorate and as such no minutes taken.

3. Procurement

The Committee considered whether the Council's existing arrangements and practices for procurement were fit for purpose. The Town Clerk confirmed the details of the service level agreement with the Corporate Procurement Team at Durham County Council and that different approaches were used depending on the service/product being procured. He confirmed that the Town Council was not bound to using the SLA with DCC although it had previously and was currently saving money by using this SLA to procure a number of high-value products and services including energy, fleet and telephones/mobile phones. Following discussion it was **AGREED this Committee scrutinise the first quarter budget outturn to consider potential areas for procurement savings.**

4. Peterlee 75

Members discussed the Peterlee75 anniversary year in 2023 and the expression of interest that had been lodged with the Heritage Lottery Fund for potential funding for a number of community/cultural activities. The Town Clerk confirmed that if positive feedback was received from the expression of interest he would arrange a workshop to bring all Council Members up to speed with the proposals and this would allow the Town Council to decide how it wanted to proceed with Peterlee75 and to ensure that it was taking the lead on how the Town marked this important anniversary milestone.

In considering this item Members suggested that an event could be arranged for the town's various community groups and partners to network with each other and to help shape the Council's future vision and priorities. **It was agreed that Town Clerk prepare a report for a future meeting to agree a way forward with this suggestion.**

5. Santa's Wish

It was asked if approval from the Council could be obtained to proceed with Santa's Wish and for the Council to apply for funds from County Councillor's Neighbourhood Budgets and agreeing match funding with PTC's officer time and the use of Shotton Hall as storage and distribution base for the campaign. It was **AGREED this Committee recommend this to the Council for approval.**

6. Community Café at Shotton Hall

It was reported residents had approached a local Councillor asking how the Council could help them in the winter ahead. It was suggested initiatives such as a "Warm Hub" might be provided. It was **AGREED to recommend to Council that the facilities at both Shotton Hall and the Pavilion be made available for community resilience activities during the winter as required.**

7. Members Attendance

The Chair was concerned about the level of Member attendance at Council meetings and proposed that the Council return back to the pre-COVID programme of three meetings per month. One of the newly elected Members commented that she had found the council to be extremely accessible and flexible in terms of meetings with both day and evening meetings, zoom Members Briefing sessions etc. The Town Clerk provided confirmation of the need for physical meetings if decisions were required. It was suggested that online informal sessions could be arranged for the budget discussions to assist with access/flexibility for those Members who struggled to get to in-person meetings due to work or other important commitments.