

THE MINUTES OF A MEETING OF PETERLEE  
TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL,  
PETERLEE

ON MONDAY 18<sup>TH</sup> DECEMBER 2006

PRESENT: COUN R KYLE (CHAIR)  
Mesdames: A E Laing, M Milsom

Messrs: T Jones, B Scott, G Calvert, D  
Coates, R Curtis, W M Jeffrey, H Bennett  
MBE, E W Hall, R Huitson & D Milsom

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

180. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors G  
Cowie, R Jones, B Joyce, M A Cartwright, C J Metcalfe, C J Robbins  
and J I Measor.

181. POLICE UPDATE

The Sgt Ian Dickinson gave an update on crime in the Town. He gave  
feedback on issues raised at previous meetings. The Town Clerk  
asked for feedback on a suggestion made by a resident for an alcohol  
free zone in the Howlatch/Woodhouse Park area which was given.

**RESOLVED that the information given, be noted.**

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

Matters Arising

In connection with Minute Number 173 – Lowhills Road Leisure Gardens – Provision of Toilet Facilities, the Town Clerk reported that the Council's Architect had already prepared a scheme and he had the Architect seek tenders. The Leisure Gardeners intended applying for grant to fund this project.

**RESOLVED that the action taken, be endorsed.**

183. THE REPORT OF THE MAYOR'S COMMITTEE OF THE 20<sup>TH</sup> NOVEMBER 2006, a copy of which had been circulated to each Member, was agreed.

184. THE REPORT OF THE WORKING PARTY ESTABLISHED TO CONSIDER THE COUNCIL'S SMOKING POLICY OF THE 27<sup>TH</sup> NOVEMBER 2006, a copy of which had been circulated to each Member, was agreed.

185. THE REPORT OF THE FINANCE & GENERAL PURPOSES COMMITTEE OF 4<sup>TH</sup> DECEMBER 2006, a copy of which had been circulated to each Member, was agreed.

Matters Arising

In connection with Minute Number 113 – Medium Term Financial Plan and Budget Estimates 2007/08, 2008/09 & 2009/10, consideration was given to a further report prepared by the Town Clerk. The report outlined the suggested capital works and hi-lighted amounts included in the revenue budget for new activities. The gross budget in 2007/08 was given as £2,955,141.00, with projected income of £1,736,468.00, with the net expenditure figure of £1,218,673.00.

**RESOLVED the Council increase it's precept by 7% to £1,180,109.00, with the balance of £38,564.00 being met from reserves.**

186. THE REPORT OF THE PLANNING COMMITTEE HELD ON 4<sup>TH</sup> DECEMBER 2006, a copy of which had been circulated to each Member, was agreed.
187. THE REPORT OF THE ESTABLISHMENT COMMITTEE HELD ON 4<sup>TH</sup> DECEMBER 2006, a copy of which had been circulated to each Member, was agreed.
188. THE REPORT OF THE CLERK'S ADVISORY COMMITTEE HELD ON 11<sup>TH</sup> DECEMBER 2006, a copy of which had been circulated to each Member, was agreed.  
Matters Arising  
Requests for Financial Assistance – Victor Pasmore Pavilion Residents Steering Group, it was reported that attendance at the London Conference had not taken place. The grant would therefore not be taken up by the Group.

**RESOLVED that the information given, be noted.**

189. THE REPORT OF THE PARKS & CEMETERY COMMITTEE HELD ON 11<sup>TH</sup> DECEMBER 2006, a copy of which had been circulated to each Member, was agreed.  
Matters Arising  
(a) In connection with Minute Number 52 – Cotoneaster & Conifer Hedges, it was re-stated that a report was required from the Estates Manager on the costs of carrying out maintaining and works to this hedge. In the meantime, it was **RESOLVED that the hedge remain as is.**
- (b) In connection with Minute Number 63(e) Social Club Heating it was **RESOLVED that this work be carried out as a matter of urgency, and the Council's Architect be engaged to prepare a specification for the work required.**
- (c) In connection with Minute Number 63(k) Cemetery – Tree Planting and Seating it was **RESOLVED that this be included within the discussions at the Special meeting to discuss all the**

**issues relating to the Cemetery raised during the Annual Parks Inspection. This meeting to include the Cemetery Officer.**

(d) In connection with Minute Number 63 (q) - Peterlee to Horden Footpath **RESOLVED that authority be given to accept the tender for first two phases of this work. FURTHER RESOLVED that a request be made to Horden Parish Council to assist with the costs of the works.**

190. STOCKTAKE SUMMARY SHEET, SHOTTON HALL BANQUETING SUITES – 22<sup>ND</sup> NOVEMBER 2006

Consideration was given to the Stocktaker's Report for the period up to 22<sup>nd</sup> November 2006.

**RESOLVED that the Stocktaker's Report be received.**

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

191. PLANNING APPLICATIONS

Details of the planning applications relating to Peterlee, which had been submitted to the District of Easington, had been circulated to each Member for consideration.

**RESOLVED that no objections be submitted on these applications given.**

192. RESIGNATION – COUNCILLOR A LOWDEN

The Town Clerk advised receipt of a letter of resignation from Mrs A Lowden.

**RESOLVED that Mrs Lowden's resignation be accepted and a letter of thanks and appreciation be forwarded to her and the District Council be advised of this vacancy.**

193. SEAHAM TOWN COUNCIL - INFORMAL CIVIC RECEPTION – FRIDAY 26<sup>TH</sup> JANUARY 2007

Members were circulated with a copy of an invitation to the above reception. They were asked to note this in their diary and to advise the Office of their attendance. A reminder would be sent out in due course and arrangements would be made for transport by the Town Council.

**RESOLVED that the information given, be noted.**

194. PARISH RENUMERATION – PARTICIPATION ALLOWANCE

The Town Clerk asked members to approve an increase in the allowance paid to Members. It was suggested that an increase of 2.7% be applied. Members asked for a progress report on discussions through the County Association on Members Participation Allowances.

**RESOLVED that Members Allowances be increased by 2.7% for 2006/07 and the Town Clerk request progress on discussions with this matter.**

195. SATISFACTION SURVEY – SHOTTON HALL BANQUETING SUITES

Members were circulated with a report prepared as part of the Council's ongoing commitment to improving its services, following a survey of hirers of Shotton Hall over a one month period in 2006. All responses were positive and all described the service and facilities as excellent.

**RESOLVED that a letter of appreciation be forwarded to Banqueting Suites staff.**

196. EDEN LANE – PROVISION OF YOUTH PLAY EQUIPMENT – AUTHORITY TO PROCEED

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2006

Members were circulated with a copy of a report prepared by the Town Clerk and plans of the proposals were on display at the meeting for Members. During discussions it was suggested that the occupier of the Parks House as a matter of courtesy, should be advised of the proposals.

**RESOLVED that:-**

- (i) the Town Council give authority to proceed with the scheme on the basis of the photographs shown at the meeting and as per the plan previously agreed;**
- (ii) it be confirmed the Town Council will take on the future maintenance and insurance of the facility;**
- (iii) the Town Clerk advise the occupier of the Park House, Eden Lane of these works.**

197. QUALITY PARISH COUNCILS MEETING WITH DURHAM CITY COUNCIL ON 28<sup>TH</sup> NOVEMBER 2006

The Leader and Town Clerk reported on discussions at a meeting with Durham City Council. This was a fact finding exercise by the City Council investigating what the advantages were in obtaining Quality Status.

**RESOLVED that the information given, be noted.**

198. PETERLEE ANNUAL AUDIT LETTER

Members were circulated with a finalized version of the Annual Audit letter. He advised Members that work had already started on further development of the Council's risk management regime.

**RESOLVED that the contents of the report be accepted.**

199. REVIEW OF SOUTHSEA TOWN COUNCIL AREA – LETTER FROM PORTSMOUTH CITY COUNCIL

Members were circulated with a copy of a letter from Portsmouth City

Council. Members were very disappointed with the result of discussions on this matter with the end result being the proposed abolition of Southsea Town Council. They felt that this was a backward step, especially in the light of discussions surrounding the contents of the White Paper and the increased role that Parishes may play in the future neighborhood governance and service provision.

**RESOLVED that the Town Clerk investigate what the results of the referendum were and advise Members accordingly.**

200. LEADER'S REPORT

The Leader thanked the Town Clerk and his staff for their hard work and efforts through 2006. He referred to the recent meeting with all staff on sickness absence.

He spoke briefly about the negative effects of vandalism on the Council's estate and asked for Councils to agreeing to accept a quotation of Northern Ironcraft for the supply of a barrier at Woodhouse Park.

The Leader commented on the telephone mast at the Methodist Church. He advised having spoken to a number of local electors and church users, there seemed in favour of the proposal. He spoke on the use of polytunnels at the allotment sites and asked that the planning position be reconfirmed. The current policy was that temporary growing structure were allowed between 1<sup>st</sup> April and 31<sup>st</sup> October, each year, subject to the prior approval of the Estate Manager.

In closing the Leader wished Members and staff all the best for the season with health, wealth and happiness.

**RESOLVED that the information given, be noted. FURTHER RESOLVED that approval be given for an order to be placed with Northern Ironcraft in the sum of £243.00.52 for the provision of a new barrier at Woodhouse.**

201. REQUEST FOR CONCESSIONARY USE OF THE MEETING ROOMS, ON A DATE TO BE CONFIRMED, CIZITENS ADVICE BUREAU

The Town Clerk reported receipt of a request from the CAB for concessionary use of the meeting rooms at Shotton Hall on a date to be confirmed in January 2007 for a staff meeting.

**RESOLVED that free use be granted on this occasion.**

202. RESOLUTION TO EXCLUDE THE PRESS AND THE PUBLIC

IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED THE COMMITTEE IS ASKED TO PASS THE FORMAL RESOLUTION TO EXCLUDE THE PRESS & PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1961 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION), ACT 1985.

202. TEMPORARY RESTRUCTURING OF THE PARKS DEPARTMENT – PROGRESS REPORT

The Town Clerk advised that he had received one internal application for the temporary position of Horticultural Supervisor. This had been discussed with the Unions who had no objections to it.

**RESOLVED that the Chairman of Establishment, along with the Chairman of the Parks & Cemetery Committee meet with the applicant, along with the Town Clerk to discuss this position and they be given plenary powers to act in making this temporary appointment. This to be for a trial period of 9 months when it would be monitored and reviewed.**