

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 21ST NOVEMBER 2011

PRESENT: J HARDY (CHAIR)

Mesdames: S McDonnell, L Wood, J I Measor & J Black

Messrs: T A Jones, J Alvey, H Bennett MBE, W M Jeffrey, R Curtis, C Watkins, G Cowie, C J Metcalfe, C Robbins, R Huitson, D Milsom, D Langan & C Austin

MEMBERS WERE REMINDED OF THE NEED TO DISCLOSE ANY INTEREST PREJUDICIAL OR PERSONAL IN ACCORDANCE WITH THE CODE OF CONDUCT.

PRIOR TO THE MEETING, A 15 MINUTE “OPEN SESSION” WAS HELD TO ALLOW MEMBERS OF THE PUBLIC AN OPPORTUNITY TO PUT QUESTIONS TO THE COUNCIL.

123. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted from Councillor M Milsom, (sprained ankle) and E W Hall, (ill).

124. POLICE -UPDATE

The Chairman welcomed PC Willis and Mr Clifton, Neighbourhood Warden to the meeting.

Mr Clifton gave his report advising that there had been 133 incidents reported to them this month and he gave details of the variety type and number of calls on each type of incident.

PCSO Willis gave her update on issues raised at the last meeting. She advised that on the item relating to cars being sold at Basingstoke Road; all of the PCSO's had been made aware of the situation and the Neighborhood Wardens were also looking into this matter. Regarding the problems at Horden with taxis, the operator had been spoken to and all of the Peterlee and Horden PCSOs had been made aware of the matter. Customers at the bingo had been spoken to and it was hoped that the new arrangements for parking and enforcement would assist with this problem. To tackle potential drug problems in local schools drugs talks were being offered and given, and there were regular Safety Carousels aimed at years 7 and 8, with other agencies involved. It was hoped that the issues at the car park at Lowhills Road would now stop as a result of the local taxi company being approached by the Police.

The Leader gave the following items for attention:-

- Taxi drivers – indiscriminate parking; dangerous driving;
- A request for Inspector Coxon to come along to a future meeting, (if possible the next meeting);
- Cars being sold at various locations throughout the Town, created a bad impressions for the Town. It was explained that the Neighbourhood Wardens could chase up on these incidences by using the telephone numbers that were displayed on the vehicles, and if there was more than one, they were classed as an auto trader advertisement and could be prosecuted, it was also hoped the Civil Parking Wardens may be able to assist;
- Motorists were still waiting up to ten minutes to pick people up outside the Bingo; assurances were given that there would be action with this matter and tickets would to be issued;
- Pupils coming out of Shotton Hall schools needed a crossing patrol – it was assured a request would be made to Durham County Council for this through the Neighborhood Wardens

RESOLVED that the information given be noted, and the Police and Neighborhood Warden be thanked for their attendance at the meeting and requested to follow up any issues raised. FURTHER RESOLVED that Inspector Coxon be invited to a future meeting.

125. THE MINUTES OF THE COUNCIL MEETING OF THE 17TH OCTOBER 2011 a copy of which had been circulated to each Member, were agreed.

126. THE MINUTES OF THE MAYOR'S COMMITTEE OF THE 17TH OCTOBER 2011 a copy of which had been circulated to each Member, were agreed.

Reference was made to Minute Number 31 the Town Clerk advised that she had received a letter from Councillor Hall relating to this item.

RESOLVED that the Town Clerk prepare a report on this matter and submit this to a meeting as soon as possible for discussion.

127. THE MINUTES OF THE PAVILION MANAGEMENT BOARD OF THE 1ST NOVEMBER 2011 a copy of which had been circulated to each Member, were agreed.

Matters Arising

Minute Number 28(ii) **RESOLVED that Mrs Miller/The Organiser of the classes be requested to sign a disclaimer on behalf of the Dance Group covering any associated risks to moving around the building in bare or stockinged feet.**

128. THE MINUTES OF THE SPECIAL MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE OF THE 2ND NOVEMBER 2011 a copy of which had been circulated to each Member, were agreed, subject to Councillor C Austin being shown as in attendance.

129. THE MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE OF THE 7TH NOVEMBER 2011 a copy of which had been circulated to each Member, were agreed, subject to Councillor D Milsom being shown as in attendance.

In considering the payments passed at the meeting of the Finance Sub Committee it was felt that Members would like the opportunity to be able to challenge payments being made. Currently other than sitting on the Finance Sub Committee and attending to sign the cheques this was not possible.

RESOLVED that the Town Clerk prepare a report on how this situation could be improved by possibly altering the committee cycle to allow more opportunity for scrutiny and queries.

FURTHER RESOLVED a Civil Parking Enforcement Officer be invited to attend a future meeting to outline their remit and explain their role to Members.

130. THE MINUTES OF THE PLANNING COMMITTEE OF THE 7TH NOVEMBER 2011 a copy of which had been circulated to each Member were agreed, subject to Councillor D Milsom being shown as in attendance.

131. THE MINUTES OF THE ESTABLISHMENT COMMITTEE OF THE 7TH NOVEMBER 2011 a copy of which had been circulated to each Member were agreed, subject to Councillor D Milsom being shown as in attendance.

132. THE MINUTES OF THE SPECIAL FINANCE & GENERAL PURPOSES COMMITTEE OF THE 8TH NOVEMBER 2011 a copy of which had been circulated to each Member, were agreed.

133. THE MINUTES OF THE CLERK'S ADVISORY COMMITTEE OF THE 14TH NOVEMBER 2011 a copy of which had been circulated to each Member, were agreed subject to Councillor R Kyle

being shown as in attendance.

Matters Arising

(i) Request for Financial Assistance

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

(a) Peterlee Radio Club

RESOLVED this item be considered further at the next meeting of the Clerk's Advisory Committee.

(b) Harbour – Fundraising for the Refuge

RESOLVED a donation of £50.00 be agreed.

(c) Salvation Army Horden & Easington Colliery

RESOLVED that no donation be made at this time.

RESOLVED that the donations budget be retained at £9,000 for the remainder of the financial year, and concessionary use not be allocated to this budget code.

(ii) Minute Number 43 - Request for Concessionary Use of Council Owned Buildings

(i) **The Pavilion**

(a) Charity Event, Firewalk, auction and raffle – 4th February 2012 – raising funds for Help the Heroes

RESOLVED that free use be granted for this event.

(b) Charity Fund raising for Cancer – 3rd March 2012

RESOLVED that this request be considered further at the next meeting of the Clerks Advisory Committee.

(c) The Horizon Pool Group

RESOLVED due to financial constraints the offer of free coffee be withdrawn, but the pool table still be offered free of charge, and the organizers be advised of this face to face.

(ii) **Shotton Hall Banqueting Suites & Meeting Rooms**

(a) Football Club Annual Presentation, Banqueting Suites – 20th June 2012

RESOLVED that be considered further when details of the bar takings for that evening were given.

(b) Larger Local Councils Forum, Council Chamber – 17th February 2012

RESOLVED that free use be granted for this event.

- (c) East Durham Association of Parish & Town Councils Meeting – 13th March 2011

RESOLVED that free use be granted for this event.

- (iii) Hill Rigg House

Cast Offs, Community Spirit & Ladies Focus Group

RESOLVED that the outcome of the meeting with users be awaited.

134. THE MINUTES OF THE INFORMATION CENTRE COMMITTEE OF THE 14TH NOVEMBER 2011 a copy of which had been circulated to each Member, were agreed subject to Councillor D Milsom being shown as in attendance.

135. THE MINUTES OF THE PARKS & CEMETERY COMMITTEE OF THE 14TH OCTOBER 2011 a copy of which had been circulated to each Member, were agreed.

136. EAST DURHAM “LEADER” CELEBRATION, THURSDAY 1ST DECEMBER 2011, MURTON – INVITATION TO ATTEND

RESOLVED that further details of this event be provided for the Leader and should he be available he attend this on the Town Council’s behalf.

137. INTERNET & E MAIL ACCEPTABLE USE POLICY

Members were circulated with a copy of the suggested internet and e mail, acceptable use policy which she intended to issue to all members of staff.

The content of the policy was accepted and it was agreed that access to all social network sites be barred.

RESOLVED that the policy be accepted and issued to all members of staff to sign and accept.

138. 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, 1961 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

139. INFORMATION CENTRE SERVICE

RESOLVED that the Information Centre be closed as soon as it was reasonable practicable.

140. CRICKET CLUB – UPDATE

The Town Clerk gave Members an update with this matter in that the Town Council now had vacant possession of the building and all possessions had been removed by the former tenants. She intended to move forward with the insurance claim and suggested upon receipt of indications from Zurich on how the claim might now proceed, then the Town Council meet to consider all options.

RESOLVED that a meeting be arranged to consider this issue in detail.

141. EDEN LANE COMMUNITY FACILITY – LETTER FROM AAP

Members were circulated with a letter received from the Area Action Partnership on the Community Facility at Eden Lane.

RESOLVED the Town Clerk discuss this matter further with the AAP Co Ordinator and report back to Members so that a meeting could then be arranged with the appropriate parties in attendance.

142. STAFFING GRADING ISSUE

The Town Clerk gave Members details of an error in grading that she had discovered when commencing considerations into a structure review.

RESOLVED that the post of Facilities Assistant, Shotton Hall Banqueting Suites, be re graded from a scale 6 down to a scale 4, in accordance with the job evaluation exercise previously undertaken.

143. LEADER'S REPORT

The Leader gave his report to the meeting:-

- Request to waive ticket sales commission on tickets sold for the Massed Band Concert in aid of the 90th Anniversary of the Royal British Legion, 10% commission equating to £5.70;
- A letter of concern had been received from the Deputy Mayor on behalf of residents on the way in which shoppers were being treated by Asda with problems with access, the lift not working, with no notices being displayed to explain why, the escalator not working, lack of trolleys and problems with retrieving tokens. She felt there was a lack on consideration being shown to shoppers and she asked for the Town Council's support with this matter;

COUNCILLOR C J METCALFE DECLARED AN INTEREST IN THE ITEM AND TOOK NO PART IN THE DISCUSSION WHICH ENSUED.

- The Leader had attended a recent meeting of the Allotment Association.

One of the issues that was discussed at length was the matter of water charges that had been introduced by the Town Council. Regular meter readings needed to be taken and arrangements be put in place to turn off the water during the winter if possible. The importance of good communication and liaison with the Association was also stressed.

- Recent information relating to the progress with the Tesco planning application in that Durham County Council's decision on their planning application had been challenged.

RESOLVED:

- (i) that the Town Council not take any commission on the sale of tickets for the event organized by the Dunston Band.**
- (ii) a letter be sent to Asda on the Town Council's concerns about the apparent lack of quality customer care.**

144. CODE OF CONDUCT

The Town Clerk advised that she had consulted with Strategic Management Team on the staff code of conduct. It was understood that the Localism Bill was going through the relevant stages and the Town Council now needed to consider how this would be implemented and monitored and what local sanctions may be put in place.

RESOLVED that the progress be noted.