

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 22ND OCTOBER 2018 at 6.30PM

PRESENT:- COUN S MEIKLE (CHAIR)

Mesdames:- A C Long, K Hawley, K Liddell, K Duffy, S McDonnell, L Fenwick, S McDonnell & S Simpson

Messrs:- T Duffy, G Carne, A Wilkinson, R Kyle, R Moore, S Miles, C Watkins & A Watson

75. Apologies for Absence

No apologies for absence had been submitted to the meeting.

76. Public Participation Session

A public participation session was held to allow members of the public an opportunity to put questions to the Council. There were no members of the public present at the meeting.

77. To receive declarations of interest

Members were reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise. Councillor Kyle and Carne declared an interest in item 14 relating to the Review of Hill Rigg House, Councillor Kyle as a member of the Committee and Councillor Carne as a member of the Club.

78. The Minutes of the Council Meeting of the 24th September 2018 a copy of which had been circulated to each Member, were approved.

Matters Arising

(i) Minute Number 69 – Former bowls Pavilion

A Member asked for an update with the future use of the building and the Town Clerk advised that business plans were awaited from the various groups/organisations and he would prepare a full report to council in due course.

RESOLVED a further report be awaited.

(ii) Purchase of John Deere Tractor

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Members asked had this piece of equipment now been purchased. The Town Clerk advised the order had been placed however he was unsure about the date of delivery. **RESOLVED the information given be noted.**

79. The Minutes of the Resources Committee of the 1st October 2018 a copy of which had been circulated to each Member, were approved.

80. The Minutes of the Community & Environment Committee of the 8th October 2018 a copy of which had been circulated to each Member, were approved.

Matters Arising

- (i) Minute Number 49 – Elimination of single use plastics and period poverty

Members asked for progress on these two items and the Town Clerk gave a verbal update, he assured he would make contact with the secondary schools and local youth groups as agreed. **RESOLVED the information given be noted.**

- (iii) Minute Number 49 - Fishing at Shotton Hall

It was asked if, before the report was re considered at the next meeting of the Community & Environment Committee, a meeting of the working group be held to consider the matter in detail. **RESOLVED this course of action be agreed.**

81. The Minutes of the Scrutiny & Progress Meeting of the 21st September 2018

It was noted the meeting was not quorate with only 4 Members present and there were no minutes taken.

82. Conclusion of the Audit 2017/18

Members considered the report of the External Auditor for the 2017/18 Audit. The Auditor had identified there was a £50 transposition error in the 2016/17 staff costs figure. Their recommendation was in future the Council should ensure that the Annual Governance & Accountability Return was accurate and complete. Also in 2017 the requirement for the exercise of the public's rights to inspect the accounts had not fallen within the specified period, a technicality relating to the date the accounts were actually signed by the Chairman/Council. Members accepted the report and the reasons for these errors, which would be attended to for future years submissions. **RESOLVED the report be accepted and the remedial action to be taken, be noted.**

83. Peterlee Town Council Assets & Investment Policy

The report of the Town Clerk providing Members with an Assets & Investment Policy for the Town Council, following feedback given and amendments made at the Resources Committee, was circulated and considered by Members. **RESOLVED the contents of the report be noted and the PTC Asset & Investment Policy, be adopted and approved for use by the Town Council.**

84. Review of the Town Council's Approach to Risk and Risk Register

This report was intended to provide Members with an overview of the Council's approach to managing risk, outline the key internal risk controls, and to carry out the annual review of the Council's Risk Register as required by regulation. **RESOLVED the contents of the report be noted and that Council's Corporate Risk matrix had now been reviewed and approved for use.**

85. Planning Application

Redevelopment of former college site to provide a mixed use scheme with three retail units and a restaurant with drive through and coffee house with drive through for Quora (Peterlee) Ltd

Members were asked for their feedback/comments on this application.

RESOLVED the Town Council submit the following comments:-

- in accordance with Durham City Sustainable Transport Strategy, which broadly supports motorcycle use, motorcycle parking should be included in this application and does not appear to be;
- on Units B & C there should be adequate measures to keep HGV noise to a minimum for nearby residents;
- the traffic route in and out of the site is a cause for concern in terms of potential for congestion, (lessons learned at the town's Asda where there is only one way in and one way out of the site).

86. Amendments to Committee membership

(a) Town Clerk's Appraisal Sub Committee

RESOLVED the membership of this Sub Committee be amended to include Councillor S McDonnell, along with Councillors A Watson, K Hawley, S Meikle, T Duffy & R Moore

(b) Scrutiny & Progress Meeting

RESOLVED J Robinson be replaced with G Carne on the membership of this committee and serve along with (Chair) A Watson, Vice Chair K Hawley, S Miles, T Duffy, K Duffy, J Robinson, S Franklin, S McDonnell, S Meikle, M A Cartwright, R Moore, A C Long, L Fenwick & C Watkins

87. Exclusion of the Press and Public

RESOLVED that in view of the confidential nature of the items to be discussed, the committee pass 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, Part 1, paragraph 7.

88. Review of Hill Rigg House

This report was intended to provide Members with an overview of the various uses and future options for Hill Rigg House, Lowhills Road. This report was classified as exempt from publication as it referred to matters of relating to the detailed commercial arrangements with one or more tenants. **RESOLVED Members note the contents of the report and await a further report on proposals to refurbish the changing rooms through Football Association grant funding.**

89. Spokesperson of the North East Party's Report

Councillor A Watson offered his congratulations to everyone involved in winning the UK wide Constabulary Pop Awards and to PCSO Michelle Burr the WOW Award, he said this was excellent for Peterlee. He referred to a social media post shared by the Police relating to trick or treating and he asked everyone to support any vulnerable neighbours at this time of year.

He then handed over to Councillor Karen Duffy who reported on a very successful litter pick held that weekend in the Dene Parks which had been well attended and had collected 8 bags of rubbish.

RESOLVED the information given, be noted.

90. Spokesperson of the Labour Political Party's Report

Councillor Fenwick reported St Cuthberts Church was in financial trouble. The roof had been repaired but now the spire needed repairing too and it was costing the church £800 a week for the scaffolding alone. The church committee had applied for a bank loan for repairs but that would need repaying. She asked if anyone could support St Cuthberts Church through the various upcoming fundraising events, the current one being the scarecrow competition, and there would be others planned. She thanked everyone in advance. **RESOLVED the information given be noted.**