

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN COUNCIL

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 25TH MARCH 2024 at 6.30PM

PRESENT: - Cllr A Laing (Chair)

K Liddell, M McCue, S Simpson, R Burnip, R Moore, R Scott & M A Cartwright

Prior to the start of the meeting the Mayor thanked Kay Tweddle, Deputy Town Clerk/Democratic Services Manager for her 30 years of service for the Town Council and wished her all the best for her retirement.

133. Apologies for Absence

Apologies for absence were offered from Councillors J Black, S McDonnell, K Hawley, D Howarth & M Sanderson. **RESOLVED Council note the apologies that had been submitted.**

134. Public Participation Session

There were no members of the public present at the meeting. **RESOLVED the information given, be noted.**

135. To receive declarations of interest

Members were reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise. No interests were declared.

136. To Approve the Minutes of the last meeting of the 26th February 2024

The minutes of the previous meeting were circulated for consideration and approval as a true and correct record. **RESOLVED the minutes be approved and duly signed.**

137. Notes of the Finance Sub Committee of the 26th February 2024

RESOLVED the BACS payments be confirmed and endorsed.

138. The Minutes of the Resources Meeting 11th March 2024

Matters Arising

Minute Number 61- Insurance cover 2024/25

RESOLVED the minutes of the Resources Meeting be noted. FURTHER RESOLVED arrangements be made to renew the insurance cover for 2024/2025 with Zurich Municipal at a cost of £84,027.08.

139. Notes of the Scrutiny Meeting of 15th March 2024

The notes of this meeting were attached for information. **RESOLVED the minutes be noted.**

140. 2023/2024 Financial Year 3rd quarter Budget Update report

The report of the Interim Town Clerk outlining the Council's budget performance to the end of the third quarter, 31st December 2024 was considered. He explained the Town Council was in a better financial position than forecast by approximately £38,000. **RESOLVED the quarter 3 Budget Update Report be accepted and the information contained within it, be noted.**

141. Peterlee Town Council Events 2024 – Suppliers' Quotations

The report of the Corporate Services Manager presenting Members with the list of quotes from various companies to provide supplies for Peterlee Town Council Events to be held in 2024 was considered. After consideration it was RESOLVED:-

- (i) **the quotation from Company A, Hinton Security from Trimdon, for security cover for the 2024 events at the hourly rates as detailed in the report, be accepted;**
- (ii) **the quotation from Company A, Medics UK from Stockton, in the total amount of £2,050.75 for the medical cover for the events be accepted; and**
- (iii) **the quotation from Company A, Teesdale Event and site Services from Barnard castle, for provision of portaloos in the amount of £1,198.00, be accepted.**

142. Policies

- (i) Maternity Policy
- (ii) Flexible Working Policy

Changes to accommodate Government changes, had been made and the policies were now presented for approval. Changes to the introduction of the flexible working policy had also been made and circulated to each Member prior to the meeting. **RESOLVED the the amends and updates be accepted and these policies be confirmed and adopted immediately.**

143. Code of Conduct Complaint

The Report of the Acting Town Clerk informing Members of the result of an investigation by the Monitoring Officer into a Code of Conduct complaint against a Town Councillor was considered. The investigation had concluded that no further action was to be taken by the Monitoring Officer, they did however recommend training on the use of social media be undertaken within three months. The Acting Town Clerk confirmed this training session had been offered to all Members and taken place on Thursday 21st March 2024. The slides from the training had now been circulated to each Member for their reference. **RESOLVED that the information given, be noted along with the “no further action” recommendation.**