

PETERLEE TOWN COUNCIL

Minutes of the **Annual Town Council** meeting held on **Monday, 20th May 2024** at 6.30pm in The Brandling Suite, Shotton Hall, Peterlee.

Present: Councillor A. Laing (Mayor) and Councillors J. Black, R. Burnip, M. Cartwright, K. Duffy, T. Duffy, B. Fishwick, S. Franklin, D. Hawley, K. Hawley, D. Howarth, K. Liddell, M. McCue, R. Moore, M. Sanderson, R. Scott, S. Simpson, A. Stockport and E. Watson

Also Present Ian Hall, (Chief Officer and Town Clerk) and David Anderson (Locum Democratic Services Manager)

4 members of the public were in attendance.

C.1/24 ELECTION OF MAYOR FOR THE ENSUING YEAR

Nominations were received and seconded for Councillor S. Franklin and Councillor D. Howarth.

Councillor K Duffy read out a statement objecting to the nomination of Councillor Howarth as Mayor. Other Councillors spoke in favour of Councillor Howarth's appointment as Mayor.

A vote was taken by way of show of hands.

Councillor S. Franklin	8 votes
Councillor D. Howarth	10 votes

RESOLVED: That Councillor D Howarth be elected Mayor for the ensuing year.

Following election as Mayor Councillor Howarth signed a Declaration of Acceptance of Office.

C.2/24 APOLOGIES FOR ABSENCE

Apologies for absence were offered from Councillors S. Meikle and D. Quinn.

RESOLVED: That the apologies be noted.

C.3/24 PRESENTATION TO OUTGOING MAYOR

Councillor Howarth congratulated Councillor Laing on her successful term of office and presented her with a Past Mayor's Medal.

C.4/24 DECLARATIONS OF INTEREST

Members were reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise and also to update their declaration forms on an annual basis.

No interests were declared.

C.5/24 ELECTION OF DEPUTY MAYOR FOR THE ENSUING YEAR

Nominations were received and seconded for Councillor R. Burnip and Councillor B Fishwick.

A vote was taken by way of show of hands.

Councillor R. Burnip 11 votes
Councillor B Fishwick 8 votes

RESOLVED: That Councillor R. Burnip be elected Deputy Mayor for the ensuing year.

Following election as Deputy Mayor Councillor Burnip signed a Declaration of Acceptance of Office.

C.6/24 MINUTES

- a. Council held on 22nd April 2024
- b. Scrutiny Committee held on 3rd May 2024

RESOLVED: That the Minutes of the above meetings be approved as a correct record and recommendations contained therein be adopted.

C.7/24 DATES OF MEETINGS FOR THE FORTHCOMING YEAR

Members considered a schedule of meetings for the forthcoming year, which had been previously circulated.

RESOLVED: That the schedule of meetings be approved.

C.8/24 TERMS OF REFERENCE OF COMMITTEES ETC

Members considered a report detailing the terms of reference of committees etc, which had been previously circulated. It was noted that no amendments had been recommended by officers.

RESOLVED: That the terms of reference be approved.

APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES, WORKING PARTIES

C.9/24 RESOURCES COMMITTEE

It was proposed that all 22 members be appointed to the Resources Committee.

Appointment of Chairman

Councillor R Moore was nominated and seconded as Chairman of the Committee. No further nominations were made.

Appointment of Vice-Chairman

Councillors M. Cartwright and R Burnip were nominated and seconded as Vice Chairman of the Committee.

A vote was taken by way of show of hands.

Councillor M. Cartwright 8 votes
Councillor R Burnip 11 votes

- RESOLVED:**
1. That all 22 members be appointed to the resources Committee
 2. That Councillor R. Moore be appointed Chairman of the Resources Committee for the forthcoming year.
 3. That Councillor R. Burnip be appointed Vice-Chairman of the Resources Committee for the forthcoming year.

C.10/24 COMMUNITY & ENVIRONMENT COMMITTEE

It was proposed that all 22 members be appointed to the Community & Environment Committee.

Appointment of Chairman

Councillors M. Cartwright and R. Scott were nominated and seconded as Chairman of the Committee.

A vote was taken by way of show of hands.

Councillor M. Cartwright	8 votes
Councillor R. Scott	11 votes

Appointment of Vice-Chairman

Councillors M. Cartwright and R. Burnip were nominated and seconded as Vice-Chairman of the Committee.

A vote was taken by way of show of hands.

Councillor M. Cartwright	8 votes
Councillor R. Burnip	11 votes

- RESOLVED:**
1. That all 22 members be appointed to the Community & Environment Committee
 2. That Councillor R. Scott be appointed Chairman of the Community & Environment Committee for the forthcoming year.
 3. That Councillor R. Burnip be appointed Vice-Chairman of the Community & Environment Committee for the forthcoming year.

C.11/24 HUMAN RESOURCES COMMITTEE

N.B. During discussion of this item Councillors K Duffy, T Duffy and S Franklin left the meeting. Members wished it to be minuted that whilst leaving the meeting Councillor T. Duffy referred to members as 'Muppets' and that they found the comment offensive.

The members of the North East Party that remained in the meeting wished to distance themselves from Councillor T. Duffy's comment.

- RESOLVED:**
1. That the following members be appointed to the Human Resources Committee

Councillors R. Burnip, M. Cartwright, D. Hawley, K. Hawley, D. Howarth, A. Laing, K. Liddell, M. McCue, S. Meikle, R. Moore, D. Quinn, R. Scott, S. Simpson, A. Stockport
 2. That Councillor R. Moore be appointed Chairman of the Human Resources Committee for the forthcoming year.
 3. That Councillor M. McCue be appointed Vice-Chairman of the Human Resources Committee for the forthcoming year.

C.12/24 DISCIPLINARY HEARINGS PANEL

- RESOLVED:**
1. That the following members be appointed to the Disciplinary Hearings Panel

Councillors R. Burnip, A. Laing, K. Liddell, R. Moore, R. Scott, S. Simpson, A. Stockport

2. That Councillor R. Moore be appointed Chairman of the Disciplinary Hearings Panel for the forthcoming year.
3. That Councillor A Laing be appointed Vice-Chairman of the Disciplinary Hearings Panel for the forthcoming year.

C.13/24 APPEALS PANEL

- RESOLVED:**
1. That the following members be appointed to the Appeals Panel
Councillors M. Cartwright, R. Fishwick D. Hawley, K. Hawley and M. McCue.
 2. That Councillor M. McCue be appointed Chairman of the Appeals Panel for the forthcoming year.
 3. That Councillor R. Fishwick be appointed Vice-Chairman of the Appeals Panel for the forthcoming year.

C.14/24 TOWN CLERKS APPRAISAL PANEL

- RESOLVED:**
1. That the following members be appointed to the Town Clerks Appraisal Panel
Councillors K. Hawley, D. Howarth, A. Laing, M. McCue and R. Scott.
 2. That Councillor A. Laing be appointed Chairman of the Town Clerks Appraisal Panel for the forthcoming year.
 3. That Councillor D. Howarth be appointed Vice-Chairman of the Town Clerks Appraisal Panel for the forthcoming year.

C.15/24 HEALTH & SAFETY SUB-COMMITTEE

- RESOLVED:**
1. That all 22 members be appointed to the Health & Safety Sub-Committee
 2. That Councillor M. McCue be appointed Chairman of the Health & Safety Sub-Committee for the forthcoming year.
 3. That Councillor S. Simpson be appointed Vice-Chairman of the Health & Safety Sub-Committee for the forthcoming year.

C.16/24 EVENTS WORKING PARTY

- RESOLVED:**
1. That all 22 members be appointed to the Events Working Party
 2. That Councillor R. Burnip be appointed Chairman of the Events Working Party for the forthcoming year.
 3. That Councillor K. Hawley be appointed Vice-Chairman of the Events Working Party for the forthcoming year.

C.17/24 FINANCE SUB-COMMITTEE

- RESOLVED:** 1. That the following members be appointed to the Finance Sub-Committee. Members of the Sub Committee will be signatories on the Council bank account.

Councillors R Burnip, T Duffy, K Duffy, K Liddell and S Simpson,

C.18/24 SCRUTINY & PROGRESS COMMITTEE

- RESOLVED:** 1. That the following members be appointed to the Scrutiny & Progress Committee

Councillors J. Black, R. Burnip, M. Cartwright, K. Hawley, D. Howarth, A. Laing, K. Liddell, M. McCue, S. McDonnell, S. Meikle, R. Moore, M. Sanderson, S. Simpson and A. Stockport

2. That Councillor A Laing be appointed Chairman of the Scrutiny & Progress Committee for the forthcoming year.
3. That Councillor R. Moore be appointed Vice-Chairman of the Scrutiny & Progress Committee for the forthcoming year.

C.19/24 DELEGATES TO OTHER BODIES

- RESOLVED:** 1. That Councillors M. Cartright and M. McCue, together with the Town Clerk, be appointed to County Durham Association of Local Councils.
2. That Councillors D Howarth, A Laing and R. Scott be appointed to the East Durham Association of Parish & Town Councils.
3. That Councillor S. Meikle be appointed to the Passmore Pavilion Local Steering Group.
4. That Councillor D Hawley be appointed to Peterlee cricket Club.

C.20/24 REVIEW AND ADOPTION OF POLICIES AND PROCEDURES

Members reviewed the following policies and procedures.

- a. Standing Orders
- b. Financial Regulations
- c. Scheme of Delegation
- d. Complaints Procedure
- e. Procedures for Handling Requests made under the Freedom of Information Act 2000

Members noted that NALC had recently published new model Financial Regulations. A further review based on the updated model would be presented to Council for adoption in due course.

- RESOLVED:** That the above Policies and Procedures be approved and adopted.

C.21/24 REVIEW OF INVENTORY OF LAND AND ASSETS

Members reviewed an inventory of land and assets held by the Town Council, which had been previously circulated.

RESOLVED: That the inventory of Land and Assets be approved.

C.22/24 EDEN HILL SKATEPARK PROJECT

Consideration was given to a report , which had been previously circulated., regarding the award of a contract for the provision of a new skatepark Eden Hill.

Members noted that Wheelscape were an established skatepark design and installation company with a substantial portfolio of case studies of similar projects around the country. They had identified a credible proposal for increasing the Council's existing funding of £90,000 up towards a target of £150,000 for the project. However, funding of only £110,000 had been secured. Members considered a revised design which could be accommodated within the available budget.

RESOLVED: That the revised skatepark design be approved and Wheelscape be appointed to install the skatepark at a cost of £110,000

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