



13th August 2024

Dear Councillor,

I hereby summon you to attend a meeting of **Peterlee Town Council** on
Monday, 19th August 2024 In the **Council Chamber, Shotton Hall,**
Peterlee, SR8 2PH at **6.30pm**

Mr I Hall
Town Clerk

Members of the public are very welcome to attend our meetings. We have a limited number of designated public seating in our Council Chamber and so any members of the public wishing to attend to observe the meeting are advised to contact the Council in advance so that we can reserve a seat for you: council@peterlee.gov.uk or (0191) 5862491.

AGENDA

1. Apologies for Absence

2. To receive declarations of interest

Members are reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise. Please seek advice from the Town Clerk or Deputy Town Clerk **prior to the meeting** if in doubt. Members are reminded that they can check their published declaration of interests here: <https://bit.ly/2wVyeLA>

3. Public Participation

Members of the public will have an opportunity to put questions to the Council. This item of business to last no more than 15 minutes, as per Council Standing Orders.

4. Civility & Respect Pledge

Council at its meeting held on 22nd July 2024 agreed to formally adopt the Civility & Respect Pledge and to invite all Members of the Council and the Town Clerk to sign the pledge certificate to demonstrate their individual commitment to its principles.

Members and the Town Clerk will therefore be invited to sign the Civility & Respect Pledge

5. Minutes

To approve the Minutes of the following meetings:-

- i. Finance Sub-Committee held on 22nd July 2024
- ii. Council meeting held on 22nd July 2024.
- iii. Special Council meeting held on 30th July 2024

6. Approval for the use of land at Eden Lane

The Circus would like to ask approval to use the land at Eden Lane for performances in 2025 between 11th May and 18th May.

7. Peterlee Town Council's Vision, Aims and Objectives

The Town Clerk will give a presentation setting out the outcome of series of Member Workshops with a view to the Council formally approving its Vision, Aims and Objectives.

PETERLEE TOWN COUNCIL

FINANCE SUB-COMMITTEE

MONDAY, 22ND JULY 2024

Present:- K. Liddell, S Simpson and R Burnip

F.3/24. DEBIT CARD, DIRECT DEBIT AND FASTER PAYMENTS

Payments made by debit card, direct debit and faster payments for July 2024, which had been previously circulated via email were confirmed and ratified.

RESOLVED: That the payments be confirmed and ratified.

F.4/24. AUTHORISATION OF PAYMENTS BY BACS

Members were provided with the accounts and invoices for July 2024 to be paid by BACS in the sum of £32,580.93. Members checked documents provided.

RESOLVED: That the accounts presented be paid.

PETERLEE TOWN COUNCIL

Minutes of the **Town Council** meeting held on **Monday, 22nd July 2024** at 6.30pm in the Council Chamber, Shotton Hall, Peterlee.

Present: Councillor R Burnip (Deputy Mayor) and Councillors J. Black, M.A. Cartwright, B. Fishwick, S. Franklin, K. Hawley, A. Laing, M. McCue, S. McDonnell, R. Moore, M. Sanderson, R. Scott, S. Simpson and H Stockport.

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

73 members of the public were in attendance.

C.33/24 APOLOGIES FOR ABSENCE

Apologies for absence were offered from Councillors K. Duffy, T. Duffy, D. Howarth, K. Liddell, S. Meikle and E. Watson.

RESOLVED: That the apologies be noted.

C.34/24 DECLARATIONS OF INTEREST

Members were reminded of the need to disclose any interests in items on the agenda, whether pecuniary or otherwise.

No interests were declared.

C.35/24 PUBLIC PARTICIPATION

- i. **Planning Application Reference: DM/24/01876/FPA - Change of use of residential dwelling (use of class C3) to Children's Home (Use Class C2) in Shadforth Close.**

Members of the public attended the meeting to raise concerns about the planning application to change the use of 1 Shadforth Close from residential (Class C3) to a children's home (Class C2). One resident spoke on behalf of others to outline their concerns.

The Locum Democratic Services Manager clarified that the Town Council did not make decisions on planning applications, but was a consultee and could submit comments to Durham County Council Planners.

Following discussion a motion was proposed and seconded for the Town Council to object to the application.

An amendment was proposed and seconded for the Town Council to defer consideration of the application to enable members to give further consideration to the information presented on behalf of residents.

On a vote being taken the amendment was defeated. (For 4; Against 8)

The substantive motion, to object to the application was carried. (For 9; against 4).

RESOLVED: That the Town Council submit an objection to the planning application, the grounds for objection be agreed by the Town Clerk, in consultation with the Deputy Mayor.

ii. **Matthew Tough, HMO presentation**

Matthew Tough, representing East Durham Communities Standing Together, gave a presentation regarding concerns in relation to Homes of Multiple Occupation (HMO's).

Members advised that the issues had been raised at Durham County Council during consideration of the County Durham Housing Strategy.

Members thanked Matthew Tough for his presentation.

C.36/24 MINUTES

- a. Council held on 24th June 2024
- b. Community & Environment Committee held on 8th July 2024

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

C.37/24 CODE OF CONDUCT COMPLAINT

Consideration was given to a report of the Town Clerk, which had been previously circulated, setting out a complaint against a Town Councillor that had been investigated by the Monitoring Officer at Durham County Council. The Monitoring Officer had concluded that no further action was required.

RESOLVED: Decision of the Monitoring Officer be noted.

C.38/24 CIVILITY & RESPECT PLEDGE

Consideration was given to a report of the Town Clerk, which had been previously circulated, proposing that the Town Council adopt the Civility and Respect Pledge developed by the National Association of Town Councils, One Voice Wales and the Society of Local Council Clerks, which sought to address the growing concerns about the impact that bullying harassment and intimidation are having on local councils, councillors, clerks and council staff and the resulting effectiveness of local councils.

By adopting the pledge the Council would be demonstrating its commitment to standing up against poor behaviour across the local council sector and driving through positive changes that supported civil and respectful conduct.

- RESOLVED:**
- 1. That Peterlee Town Council formally adopt the Civility & Respect Pledge.
 - 2. That all Members of the Council and the Town Clerk be invited to sign the Pledge to demonstrate their commitment to its principles.

C.39/24 REVIEW OF POLICIES

Members reviewed the following policies which were previously circulated:

- a. Risk Management Policy
- b. Assets & Investment Policy
- c. Use of Reserves Policy

RESOLVED: That the above Policies be approved and adopted.

C.40/24 REQUEST TO LOOK AT OPTIONS FOR LOCKING GATES WOODHOUSE PARK

Consideration was given to a report of the Town Clerk, which had been previously circulated, regarding a request that had been received for the Council to consider options for locking the gates at Woodhouse Park.

- RESOLVED:**
1. That the gates to the car park remain open at Woodhouse Park
 2. That the public and Councillors be requested to report any anti-social behaviour to the Police.
 3. That support be requested from the Police and Crime Commissioner.

C.41/24 REQUEST FOR A MEETING ROOM STORAGE FACILITY AT WOODHOUSE PARK

Consideration was given to a report of the Town Clerk, which had been previously circulated, detailing a request to site a meeting room/storage room facility at the Community Garden at Woodhouse Park.

- RESOLVED:** That permission be granted for Peterlee Community Garden Group to install the meeting room/storage facility at Woodhouse Park

C.42/24 EXCLUSION OF PRESS AND PUBLIC

- RESOLVED:** That in accordance with the provision of Section 1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972, the press and public be excluded for the remaining item by reason of the confidential nature of the business to be transacted.

C.43/24 DISPOSAL OF LAND AT LOWHILLS ROAD

Consideration was given to a report of the Town Clerk, which had been previously circulated, detailing a request for the Council to transfer the ownership of a section of land at Lowhills Road.

- RESOLVED:** That the subject land be offered at market value with purchaser paying the Council's legal costs in relation to the sale.

PETERLEE TOWN COUNCIL

Minutes of the **Town Council** meeting held on **Tuesday, 30th July 2024** at 6.30pm in the Council Chamber, Shotton Hall, Peterlee.

Present: Councillor R Burnip (Deputy Mayor) and Councillors K. Duffy, B. Fishwick, S. Franklin, K. Hawley, K. Liddell, M. McCue, S. McDonnell, R. Moore, S. Simpson and H Stockport.

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

C.44/24 APOLOGIES FOR ABSENCE

Apologies for absence were offered from Councillors, T. Duffy, D. Hawley, D. Howarth, S. Meikle, A. Laing and R Scott.

RESOLVED: That the apologies be noted.

C.45/24 DECLARATIONS OF INTEREST

Members were reminded of the need to disclose any interests in items on the agenda, whether pecuniary or otherwise.

C.46/24 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That in accordance with the provision of Section 1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972, the press and public be excluded for the remaining item by reason of the confidential nature of the business to be transacted.

C.47/24 SHOTTON HALL

Consideration was given to a verbal report of the Town Clerk, regarding options for the future of Shotton Hall.

Members were reminded of the issues relating to the premises, previous attempts to determine a viable future use for the building and considered a range of options.

Following detailed discussions there was consensus that various attempts had been made over a number of years to develop a viable future use while maintaining ownership of the building and that the building be advertised for sale to test the market. Offers received, together with proposed uses, would be subject to further consideration by Council.

RESOLVED: That Shotton Hall be placed on the market for sale. Any offers received would be subject to further consideration and approval of Council.