

## PETERLEE TOWN COUNCIL

Minutes of the **Town Council** meeting held on **Monday 17th March 2025** at 6.30pm in the Council Chamber, Shotton Hall, Peterlee.

**Present:** Councillor D Howarth (Mayor) and Councillors F J Black, R Burnip, M A Cartwright, B Fishwick, D Hawley, K Hawley, A Laing, R Moore, R Scott, S Simpson, M T Tough.

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

One member of the public was present.

**C.165/25**

### **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors T Duffy, M L Franklin, S Franklin, K Liddell, M McCue and M Sanderson.

**RESOLVED:** That the apologies be noted.

**C.166/25**

### **DECLARATIONS OF INTEREST**

No declarations of interest were submitted.

**C.167/25**

### **PUBLIC PARTICIPATION**

No questions were raised during public participation.

**C.168/25**

### **MINUTES**

a. Council held on 3<sup>rd</sup> March 2025

**RESOLVED:** That the Minutes of the above meetings be approved as a correct record

**C.169/25**

### **PROPOSAL TO PARTNER WITH FUNDRAISE & RECYCLE LTD FOR CLOTHING BANKS**

Consideration was given to a report of the Communication and Marketing Officer, which had been circulated with the agenda, to advise Members of a proposal from Fundraise & Recycle Ltd regarding the placement of clothing banks on Peterlee Town Council premises. Members were asked to consider whether they wished to proceed with this partnership.

- RESOLVED**
1. That Members agreed to the partnership and that each year, all funds raised would go the presiding Mayor's chosen charities.
  2. That clothing banks be situated at the following Peterlee Town Council premises:  
  
Pavilion, Helford Road  
Eden Lane Depot Car Park  
Car Park on Lowhills Road (adjacent to CALM)

**C.170/25**

**SALE OF THE STAGE AT SHOTTON HALL**

Consideration was given to a report of the Town Clerk, which had been circulated with the agenda, seeking approval for the sale of the stage at Shotton Hall due to its excessive storage requirements and limited practical use.

**RESOLVED**

1. That the stage located at Shotton Hall be sold for the best possible price.
2. That proceeds from the sale be used to fund the purchase of a new compact and suitable stage for The Pavilion.

**C.171/25**

**REVIEW OF THE TOWN COUNCIL'S APPROACH TO RISK, RISK POLICY AND RISK REGISTER**

Consideration was given to a report of the Town Clerk, along with applicable appendices, which had been circulated with the agenda, providing Members with an overview of the Council's approach to managing risk, outlining the key internal risk controls to enable Members to carry out the annual review of the Council's Risk Register as required by regulation.

**RESOLVED**

That Members approve the Council's corporate risk assessment and matrix and Risk Policy.

**C.172/25**

**CONTRACTOR DAMAGE AT WOODHOUSE PARK**

Detailed consideration was given to a report of the Town Clerk, which had been circulated with the agenda, informing Members of damage caused by a contractor at Woodhouse Park during recent hedge cutting works, and to consider options available to the Council.

Following detailed consideration a proposal was made for officers to have an adult conversation with the contractor with a view to discounting the invoice to take into account the cost of repairing the tyre marks.

A vote was taken on the proposal:

For	8
Against	1

3 Members abstained from voting.

Councillor Tough requested that his name be recorded as voting against the proposal and noting that he was in favour of option 3 as detailed in the report.

**RESOLVED**

That the contractor be contacted to discuss a discount to the invoice to take into account of the cost of repairing the tyre marks.

**C.173/25**

**EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:**

That in view of the confidential nature of the items to be discussed, the Council passed a formal resolution to exclude the press and public from the meeting, pursuant to the Public Bodies (Admissions to Meetings) Act 1960 & the Local Government (Access to Information) Act, Part 1, due to the commercial and/or personal information contained in the report.

**C.174/25**

**SUCCESSFUL GROUNDS MAINTENANCE CONTRACT BID – FERRYHILL TOWN COUNCIL**

Consideration was given to a report of the Town Clerk, which had been circulated with the agenda, informing Members that Peterlee Town Council had successfully secured a grounds maintenance contract with Ferryhill Town Council.

**RESOLVED** That Members noted the successful bid and offered congratulations to those involved in securing the contract.

**C.175/25**

**COUNCIL INSURANCE RENEWAL – QUOTE COMPARISON**

Consideration was given to a report of the Town Clerk, which had been circulated with the agenda, with regard to the Council's insurance renewal.

Members noted the cost comparisons for a single year agreement and an three year agreement from each insurer.

Members were advised that the cost of the premium would be adjusted by the insurer to take into account the proposed sale of Shotton Hall, and any other amendments to the cover required.

**RESOLVED** That the Council renews its insurance cover with Zurich Municipal for a three-year period at an annual cost of £45,558.06.