



27th November 2024

Dear Councillor,

I hereby summon you to attend a meeting of **Peterlee Town Council** on **Monday, 2nd December 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. Minutes

To approve the Minutes of the following meeting:-

- a. Finance Sub-Committee held on 18th November 2024. (Copy attached)
- b. Council held on 18th November 2024. (Copy attached)

5. Councillor Vacancy - Howlatch Ward

To note that Ebony Watson resigned from the Council with effect from 18th November 2024. The subsequent vacancy was advertised for filling by co-option on Friday 29th November 2024. The vacancy at the Edenhill Ward was advertised at the same time.

Applications for co-option would be considered at the Council meeting to be held on 16th December 2024.

6. 2024/25 Financial Year – Second Quarter Budget Summary Report
Report of the Town Clerk. (To follow)

7. Exclusion of Press and Public

To resolve 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 1960 & the Local Government (Access to Information) Act, Part 1, due to the commercial and personal information contained in the report.

8. Disposal of Land at Lowhills Road
Report of the Town Clerk. (Attached)

9. Request to Hire Land at Helford Road
Report of the Town Clerk. (Attached)

PETERLEE TOWN COUNCIL
FINANCE SUB-COMMITTEE
MONDAY, 18th NOVEMBER 2024

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

F.7/24. DEBIT CARD, DIRECT DEBIT AND FASTER PAYMENTS

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

RESOLVED: That the payments be confirmed and ratified.

F.8/24 AUTHORISATION OF PAYMENTS BY BACS

Members were provided with the accounts and invoices for November 2024 to be paid by BACS in the sum of £124,992.43. Members checked the documents provided.

RESOLVED: That the accounts presented be paid.

PETERLEE TOWN COUNCIL

Minutes of the **Town Council** meeting held on **Monday 18th November 2024** at 6.30pm in the Council Chamber, Shotton Hall, Peterlee.

Present: Councillor R. Burnip (Deputy Mayor in the chair) and Councillors B. Fishwick, S Franklin K. Hawley, A. Laing, K. Liddell, M. McCue, R. Moore, R. Scott and S. Simpson

Also Present: Ian Hall (Chief Officer and Town Clerk), Wayne Harriman (Acting Neighbourhood Services Manager) and David Anderson (Locum Democratic Services Manager)

C. Black (Align Chartered Surveyors)

1 member of the public was present.

C.99/24 APOLOGIES FOR ABSENCE

Apologies for absence were offered from Councillors J. Black, M. Cartwright K. Duffy, T. Duffy, D. Hawley, D. Howarth, S McDonnell and A Meikle.

RESOLVED: That the apologies be noted.

C.100/24 DECLARATIONS OF INTEREST

Councillor K Hawley declared an interest in Item No 9 'Installation of Air conditioning, The Pavilion' and left the meeting for the duration of that item.

C.101/24 PUBLIC PARTICIPATION

No questions were raised during public participation.

C.102/24 MINUTES

a. Council held on 4th November 2024

RESOLVED: That the Minutes of the above meeting be approved as a correct record.

C.103/24 COUNCILLOR VACANCIES

Consideration was given to a report of the Town Clerk, which had been circulated with the agenda, regarding a councillor vacancy in the Edenhill Ward.

Members noted that the Returning Officer had not received the required number of signatories to call an election for the vacancy and therefore as it was within six months of the usual date of retirement for councillors it was within the Council's discretion whether to fill the vacancy by co-option.

In addition, Members noted that a councillor vacancy would also occur for the Howlatch Ward on 20th November 2024 due to non-attendance of a councillor, unless that councillor resigned before that date. If the councillor was disqualified for non-attendance the vacancy would occur at the next Council meeting when it would be declared. If the Councillor resigned before being disqualified the vacancy would occur on the day of resignation.

Members considered whether to fill the vacancies by co-option.

- RESOLVED:**
1. That the councillor vacancy for the for the Edenhill Ward be filled by co-option.
 2. That the information with regard to the imminent vacancy in the Howletch Ward be noted and following due process the vacancy be filled by co-option.

C.104/24 INCREASE IN EMPLOYER NATIONAL INSURANCE COSTS

Consideration was given to a report of the Town Clerk, which had been circulated with the agenda, informing members that the National Association of Local Councils (NALC) had advised that parish and town councils would not be compensated for the increase in NI costs announced in the Autumn Budget.

It was noted that NALC was continuing to lobby the Government for parish and town councils to be compensated for the increase in costs. In the meantime budget preparation were being made taking into account the anticipated increase in costs.

RESOLVED: That the information be noted.

C.105/24 REQUESTED AMENDMENT TO NEIGHBOURHOOD SERVICES TEAM WORKING WEEK

Consideration was given to a report of the Town Clerk, which had been circulated with the agenda, setting out a request received from the Neighbourhood Services Team to amend their working week.

Detailed consideration was given to the request, together with the practical implications.

RESOLVED: That the request be refused.

C.106/24 EDEN LANE MUGA

Consideration was given to a report of the Town Clerk, which had been circulated with the agenda, detailing quotations that had been received from specialist contractors to renew the MUGA at Eden Lane.

RESOLVED: That the contract be awarded to Company A (Rennyco).

N.B. Having declared an interest in the next item Councillor K. Hawley and left the meeting for the duration and voting thereon.

C.107/24 INSTALLATION OF AIR CONDITIONING, THE PAVILION

Consideration was given to a report of the Town Clerk, which had been circulated with the agenda, detailing quotes that had been received from specialist contractors to install air conditioning at The Pavilion.

RESOLVED: That the contract be awarded to company D (Alpine Air).

Councillor K. Hawley returned to the meeting

C.108/24 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 personal information contained in the report.

C.109/24 SALE OF SHOTTON HALL

C. Black, Align Chartered Surveyors, presented a report, which was circulated at the meeting, giving further information in relation to the highest offer received for Shotton Hall.

Consideration was also given to a meeting held with representatives of Pasmore Community Trust on Monday, 11th November 2024 in relation to a proposed bid for Shotton Hall.

Following detailed discussions members unanimously agreed the following:-

- RESOLVED**
1. That Align Chartered Surveyors be requested to progress the sale, as detailed in the report.
 2. That the Pasmore Community Trust be given an opportunity to submit a proposal to the Council for consideration.