

PETERLEE TOWN COUNCIL

Minutes of the **Town Council** meeting held on **Monday 7th July 2025** at 6.30pm in the Brandling Suite, Shotton Hall, Peterlee.

Present: Councillor R. Moore (Mayor) and Councillors, F.J. Black, P. Brown, D. Burrell, M.A. Cartwright, P. Cartwright, B. Fishwick, M L Franklin, S Franklin, D Hawley, K Hawley, D Howarth, A. Laing, I. Pygall, E. Sanders, M Sanderson, S. Simpson, M.T. Tough, D. Wright.

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

Three Members of the public were in attendance

C.23/25 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors, D. Meadows, H Pygall, L Sanders

RESOLVED: That the apologies be noted.

C.24/25 DECLARATIONS OF INTEREST

No declarations of interest were submitted.

C.25/25 PUBLIC PARTICIPATION

Members of the public who were present, chose not to participate.

C.26/25 MINUTES

- a. Council held on 16th June 2025
- b. Governance & Performance Committee held on 17th June 2025
- c. Events Committee held on 24th June 2025

RESOLVED: That the Minutes of the above meetings be approved.

C.27/25 REVIEW OF POLICIES

Consideration was given to the recommendations of the Governance & Performance Committee held on 17th June 2025 to approve a number of policies following a detailed review. Various amendments had been made to reflect changes in legislation and/or contact details.

RESOLVED That the following policies be approved:-

- a. Abusive, Unreasonable & Vexatious Complaints Policy
- b. Allotment Policy
- c. Annual Leave Policy
- d. Eyecare Policy

- e. Maternity Policy
- f. Menopause in the Workforce Policy
- g. Performance Appraisal Policy
- h. Redundancy Policy
- i. Retirement flexible retirement & Pensions Policy
- j. Special- Bereavement and Emergency Leave Policy
- k. Whistle Blowing Policy
- l. Working from home Policy

C.28/25 SPECIAL MOTION ON NOTICE

Consideration was given to the following special motion of notice.

Moved by Councillor R. Moore and A. Laing, seconded by Councillor M. Tough.

“That Council rescind the decision made on 2nd June 2025 to provide Members with mobile phones and devices (Minute No C.13/25) and that Council request the Town Clerk to submit a report in due course, i.e. when all relevant information can be obtained, to enable Members to make an informed decision on the need, cost and common practice in relation to the provision of electronic devices to Town Councillors”.

Following discussion the motion was agreed.

A named recorded vote was requested.

For	Against
Cllr J Black	Cllr P Brown
Cllr M A Cartwright	Cllr D Burrell
Cllr P Cartwright	Cllr D Hawley
Cllr B Fishwick	Cllr K Hawley
Cllr M L Franklin	Cllr D Howarth
Cllr S Franklin	Cllr I Pygall
Cllr A Laing	Cllr E Sanders
Cllr R Moore	Cllr S Simpson
Cllr M Sanderson	
Cllr M Tough	
Cllr D Wright	
TOTAL VOTES: 11	TOTAL VOTES: 8

RESOLVED

That the Town Clerk submit a report to the next Council Meeting on Monday 21st July 2025, when all relevant information has been obtained, to enable Members to make an informed decision on the need, cost and common practice in relation to the provision of electronic devices to Town Councillors.

C.29/25 PARISH PLAN

Consideration was given to a report of the Town Clerk, which had previously been circulated, regarding a proposal to prepare a parish plan.

RESOLVED: That the item be deferred to a future meeting to confirm costs and timescales.

C.30/25 INSTALLATION OF A BOUNDARY FENCE ENCLOSING FOOTBALL PITCHES AT HELFORD ROAD

Consideration was given to a report of the Neighbourhood Services Manager, which had previously been circulated, regarding the installation of a boundary fence at Helford Road football pitches to help alleviate anti-social behaviour.

The item had been submitted at the request of a Councillor.

RESOLVED: That the item be deferred

C.31/25 SECTION 106 SKATEPARK PROJECT

Consideration was given to a report of the Town Clerk, which had previously been circulated, regarding the installation of a skatepark at Eden Hill.

Members noted that the skatepark had been redesigned so that it could be funded entirely from Section 106 monies.

RESOLVED:

1. That the previous decision of the Community & Environment Committee made on 8th July 2024 (Minute CE.3/24) not to proceed with the Eden Hill Skatepark project, be rescinded.
2. That approval be given for the Eden Hill Skatepark project to proceed, based on a revised design that will be fully funded from the £90,000 secured Section 106 planning obligation funds.
3. That the appointed contractor, Wheelscape/Active Legacy Ltd, be instructed to deliver the project in accordance with the previously completed procurement process.
4. That Members authorise the Town Clerk to make the necessary arrangements for final design consultation and delivery of the scheme. Including to arrange payments.

C.32/25 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 personal information contained in the report.

C.33/25 SALE OF SHOTTON HALL

Consideration was given to a report of the Town Clerk, which had previously been circulated, updating members on progress on the sale of Shotton Hall.

RESOLVED: That the update be noted.

C.34/25 RENT REVIEW CALM CIC

Consideration was given to a report of the Town Clerk, which had been previously circulated, regarding a rent review for the CALM CIC lease at Lowhills Road and to outline the next steps.

- RESOLVED:**
1. That Council notes the outcome of the rent review process to date and the Rent Review Notice issued proposing a revised rent figure.
 2. That Council agrees to continue negotiations with Calm CIC, led by Align Property Solutions, with a view to agreeing a mutually acceptable rent.
 3. That Council acknowledges that, if negotiations fail, the lease allows for referral to an independent surveyor, whose determination will be final and binding, including cost apportionment.
 4. That delegated authority remains with the Town Clerk, in consultation with the Council's appointed valuer, to agree a final rent figure within the lease terms and report to council for approval.