

PETERLEE TOWN COUNCIL

Minutes of the **Town Council** meeting held on **Monday 1st September 2025** at 6.33pm in the Council Chamber, 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, D. Meadows, H Pygall, I. Pygall, M Sanderson, S. Simpson, M.T. Tough and D. Wright.

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

6 members of the public were in attendance.

C.63/25 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor L Sanders.

RESOLVED: That the apologies be noted.

C.64/25 DECLARATIONS OF INTEREST

- Councillor H Pygall declared an interest in respect of item No. 6 'Flying Flags on Council Buildings and Sites' and left the meeting for the duration of this item.
- Councillors J. Black and M. A. Cartwright declared an interest in respect of Item No 14, 'CALM CIC Rent Review' and left the meeting for the duration of this item.

C.65/25 PUBLIC PARTICIPATION

There were no issues raised during public participation.

(See also Minute Nos. C.68/25 and C.74/25)

C.66/25 MONTHLY UPDATES FOR DURHAM COUNTY COUNCILLORS

County Councillor S. Franklin provided an update to Members on the following matters:

- **School Crossing Patrols** – There are currently a number of active vacancies for School Crossing Patrol staff in Peterlee. Until these positions are filled, patrols will not be in place.
- **Bus Stop Upgrades** – Plans are in place for the upgrade of 496 bus stops across the county, with Peterlee included in this scheme.
- **Customer Access Point** – Durham County Council is planning to establish a customer access point in Peterlee town centre to provide residents with the opportunity to resolve issues face to face.

RESOLVED: That the information be noted.

C.67/25 MINUTES

- a. Council Meeting held on 18th August 2025

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

C.68/25 FLYING FLAGS ON COUNCIL BUILDINGS AND SITES

Councillor H. Pygall left the meeting for the duration of this item.

Members considered a report of the Town Clerk, which had been circulated with the agenda, regarding flying flags on Council buildings and sites. The item had been included on the agenda at the request of Councillor D Hawley, who had received requests from several residents asking if the Council could fly the Union Flag and Cross of St George across its sites and buildings.

It was noted that the Union Flag was normally flown at the Council Offices, Shotton Hall, and The Pavilion, Helford Road.

Three members of the public in attendance at the meeting spoke in favour of the Council flying the flags.

Moved by Councillor K. Hawley, seconded by Councillor D Burrell, that the Council install poles and flags.

On a vote being taken the motion was agreed unanimously by all Members present, subject to quotes being obtained and approved by Council.

RESOLVED: That the Council install flagpoles and purchase flags, subject to quotes being obtained and approved by Council.

C.69/25 THORNTREE GILL LEISURE GARDENS – AMENITY BUILDING

Consideration was given to a report of the Town Clerk, which had previously been circulated, with regard to the power supply and future use of the amenity building at Thorntree Gill Leisure Gardens.

Councillor D. Meadows reported that he had held a community surgery at the amenity building and members of the public had raised issues with the facility not being used and suggested that it should be utilised for community activities, such as PACT meetings.

Members considered the options detailed in the report. It was noted that the Council had spent a substantial amount of money on the building and were reluctant to invest further funds.

Following detailed consideration it was moved by Councillor A Laing, seconded Councillor K Hawley, that the Council take no further action with regard to the power supply.

On a vote being taken the motion was agreed unanimously.

It was noted that the facility had been created for the allotment association to utilise. The association had since disbanded. It was suggested that grants may

be available to rectify the issues and bring the building into use, if the allotment association was reformed.

- RESOLVED:**
1. That the Council take no further action with regard to the power supply.
 2. That enquiries be made with the current allotment holders to identify whether they wished to reform the allotment association.

C.70/25 PROVISION OF TABLETS/LAPTOPS FOR MEMBERS

Consideration was given to a report of the Town Clerk, which had previously been circulated, detailing quotations received for the provision of suitable tablets / laptops for Members to conduct Council business.

Moved by Councillor M Tough, seconded by Councillor D Wright that the Council provide members with an Honor Pad Tablet to conduct Council business.

On a vote being taken the motion was agreed. (For: 13, Against: 7).

- RESOLVED:**
1. That all Members be provided with an Honor Pad Tablet, together with Microsoft 365 Business Basic and supporting licenses to use for Council business.
 2. That Members be provided with the equipment following the adoption of a suitable policy and successful completion of training on GDPR and Data Protection.

C.71/25 LOCAL GOVERNMENT SERVICES PAY AWARD

Consideration was given to a report of the Town Clerk, which had previously been circulated, to inform Members of the National Joint Council (NJC) pay agreement for Local Government Services for 2025–2026, which provides for a 3.20% increase in NJC pay rates and allowances with effect from 1 April 2025.

RESOLVED: That the information be noted.

C.72/25 REPLACEMENT FLOOR COVERING, THE PAVILION

Consideration was given to a report of the Town Clerk, which had previously been circulated, detailing quotations received for the replacement of flooring within the Pavilion, specifically the Stairs, Landing & Corridor, and the William Jeffery Room.

- RESOLVED:**
1. That the contract be awarded to Company C (Durham Flooring) in the sum of £6,541.86
 2. That the cost be funded from the Building Maintenance and Miscellaneous budgets.

C.73/25 OUTDOOR CATERING EQUIPMENT

Consideration was given to a report of the Deputy Supervisor (Hospitality), which had previously been circulated, regarding the allocation of funds from the 2025/26 Events to purchase outdoor catering equipment to support future events, as recommended by the Events Committee.

RESOLVED: 1. That the purchase of outdoor catering equipment, at an estimated cost of £3,674.83; be approved and funded from the 2025/26 unallocated Events budget.

C.74/25 PUBLIC QUESTION

Prior to the exclusion of Press and Public, members of the public asked what action the Council was taking about an alleged incident which took place in Eden Lane Park on Saturday 30th August 2025. They were advised that the Council could not comment on the incident as it was subject of an ongoing

C.75/25 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.76/25 REVIEW AND CONSIDERATION OF ALTERNATIVE STAFFING STRUCTURE, DUTY SUPERVISOR, PAVILION

Consideration was given to a report of the Town Clerk, which had previously been circulated, proposing an alternative staffing structure in relation to the vacant Pavilion Duty Supervisor post which would better meet the operational needs of the Pavilion.

RESOLVED: That the Council deletes the current full-time Duty Supervisor post and replace it with two part-time Facility Operative posts, as detailed in the report.

C.77/25 CALM CIC – RENT REVIEW

Councillors J Black and M A Cartwright left the meeting for the duration of this item.

Consideration was given to a report of the Town Clerk, which had previously been circulated, updating Members on progress with the rent review for the CALM CIC lease at Lowhills Road, Peterlee, and to seek a decision on how to proceed in light of the tenant's offer, the professional valuations obtained, and CALM CIC's presentation to Council.

Following detailed consideration it was moved by Councillor K Hawley, seconded by Councillor David Hawley, that the rent be set at £4,445 pa being the RPI based index figure advised by the Council's agent as a reasonable compromise.

On a vote being taken the motion was agreed. (For 13, Against 5).

RESOLVED: That the rental figure be revised to £4,445 pa, being the RPI based index figure advised by the Council's agent as a reasonable compromise.