

PETERLEE TOWN COUNCIL

Minutes of the **Town Council** meeting held on **Monday 21st July 2025** at 6.30pm 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, I. Pygall, H Pygall, M Sanderson,
S. Simpson, M.T. Tough and D. Wright.

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

Six Members of the public were in attendance

Councillor David Bell, Chair of County Durham Association of Local Councils
Audrey Christie, Executive Officer, County Durham Association of Local Councils

C.35/25 PRESENTATION OF CiLCA CERTIFICATE

Councillor David Bell, Chair of County Durham Association of Local Councils (CDALC),
and Audrey Christie, CDALC Executive Officer, attended the meeting to formally
present Ian Hall with his Certificate in Local Council Administration (CiLCA)
qualification.

Councillor Bell advised that attaining the CiLCA qualification was a significant
achievement, taking a considerable amount of time, commitment, self-motivation,
discipline, and sacrifice. On average only 150 students achieve CiLCA a year and
nationally only 12% of clerks have the Level 3 qualification. The Town Council are
fortunate to have a qualified town clerk and should be proud of Ian for putting in the
hard work to attain the qualification.

Members congratulated Mr Hall for his achievement.

C.36/25 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor L Sanders

RESOLVED: That the apologies be noted.

C.37/25 DECLARATIONS OF INTEREST

No declarations of interest were submitted.

C.38/25 PUBLIC PARTICIPATION

In relation to Item No 7, Provision of Devices (Mobile phones, Tablets/Laptops) to
Members, three members of the public spoke against the issue of devices to members,
one of whom asked if there had been any data breaches in the past and if so how had
they been resolved. One member of the public spoke in favour of the provision of
devices.

A member of the public was in attendance to offer the Council assistance in organising
a music festival featuring original bands. He explained that all profits would go to the
Council to help fund the following year's festival. He was requested to leave contact
details so that the Town Clerk could obtain further details of his proposal.

C.39/25 UPDATE FROM DURHAM COUNTY COUNCILLORS

Councillor Steven Franklin advised members that Durham County Council had un-
declared the climate emergency and declared a care emergency. The County Council

was also looking to introduce Article 4 Regulations which would mean that all HMOs regardless of size would be subject to planning approval.

RESOLVED: That the information be noted.

C.40/25 MINUTES

a. Council held on 7th July 2025

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

C.41/25 REQUEST FROM NOBLE'S FUNFAIR – TEMPORARY BAR FOR SEPTEMBER EVENT

Consideration was given to a report of the Events Officer, which had previously been circulated, detailing a request from Noble's Funfairs to include a temporary bar at their September event.

Members voiced concerns that the temporary bar would be in direct competition to the Council's offer at the Pavilion.

Members unanimously agreed to decline the request.

RESOLVED: That Noble's Funfairs request to operate a temporary bar at their September event be declined.

C.42/25 PROVISION OF DEVICES (SMART PHONES, TABLETS/LAPTOPS) TO COUNCILLORS

Consideration was given to a report of the Locum Democratic Services Manager, which had previously been circulated, providing information so that members could make an informed decision in relation to the provision of electronic devices (smart phones, tablets/laptops).

The report had been submitted in accordance with a special motion agreed by Council at its meeting held on 7th July 2025. (Minute No C.28/25 refers)

During presentation of the report Councillor Sanderson briefly left the meeting and returned.

The following motion was proposed by Councillor K. Hawley, seconded by Councillor D. Howarth: 'That the decision be deferred for 6 months when the roll out of gov.uk email addresses and training would be complete'.

Following a vote taking place the motion was defeated. (For 8, Against 9)

A further motion was proposed by Councillor D. Meadows, seconded by Councillor A. Laing: 'that Councillors be provided with a tablet or laptop for Council business, but not a phone'.

Councillors D Hawley and K. Hawley left the meeting during discussion of the motion.

Following discussion and prior to the vote the wording of the motion was clarified as noted above.

Following a vote taking place the motion was agreed (For 15, Against 1)

A recorded vote was requested.

For	Against	Abstain
Cllr P Brown	Cllr J Black	Cllr M-L Franklin
Cllr D Burrell		Cllr S Franklin
Cllr M A Cartwright		
Cllr P Cartwright		
Cllr B Fishwick		
Cllr D Howarth		
Cllr A Laing		
Cllr D Meadows		
Cllr R Moore		
Cllr H Pygall		
Cllr I Pygall		
Cllr M Sanderson		
Cllr S Simpson		
Cllr M Tough		
Cllr D Wright		
TOTAL VOTES: 15	TOTAL VOTES: 1	TOTAL: 2

~~Further to the vote being taken, discussion took place on the cost of the tablet/laptop that would be provided. The Chairman proposed that the cost should be £150. There were no dissenting views raised against the proposal.~~

~~Town Clerk advised that if possible he would source suitable tablets/laptops in the region of £150 through a Service Level Agreement with current suppliers.~~

(As amended by Council at its meeting held on 18th August 2025, Minute No C.50/25 refers)

- RESOLVED:**
1. That the Council provide Members with a suitable tablet or laptop for Council business, but not a phone.
 2. That the Town Clerk obtain quotes from the Councils current IT Supplier for suitable tablets and laptops

Councillor D Howarth left the meeting at this point.

C.43/25 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.44/25 REQUEST TO HIRE SHOTTON HALL

Consideration was given to a report of the Town Clerk, which had previously been circulated, regarding a request to hire Shotton Hall.

- RESOLVED:**
1. That the request to hire Shotton Hall for the negotiated fee included in the report be agreed.
 2. That the Chief Officer/Town Clerk proceed with finalising the agreement, including legal sign-off.
 3. That authority be delegated to the Chief Officer/Town Clerk to deal with any minor operational issues related to the hire.