

## PETERLEE TOWN COUNCIL

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

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

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

### **C.122/25 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors D. Burrell, M-L. Franklin,  
S. Franklin, D. Hawley, D. Meadows, M. Tough and M Sanderson.

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

### **C.123/25 DECLARATIONS OF INTEREST**

No interests were declared.

### **C.124/25 PUBLIC PARTICIPATION**

No Public were present.

### **C.125/25 MINUTES**

- a. Council Meeting held on 3rd November 2025

**RESOLVED:** That the Minutes of the above meeting be approved.

### **C.126/25 TAX BASE AND LOCAL COUNCIL TAX REDUCTION SCHEME GRANT ALLOCATION 2026/27**

Consideration was given to a report of the Town Clerk, which had previously  
been circulated, to inform Members of correspondence received from Durham  
County Council indicating that it will cease the Local Council Tax Reduction  
Scheme (LCTRS) grant payments to town and parish councils entirely from  
2026/27. The letter also gives an indicative tax base for Peterlee Town Council  
for the financial year 2026/27.

Several suggestions were discussed which would be explored further at the  
Budget Workshop to be held on 18<sup>th</sup> November 2025.

- RESOLVED:**
1. That the correspondence from Durham County Council be noted.
  2. Officers prepare a draft budget taking into account the withdrawal of the LCTRS grant, increased tax base and other inflationary pressures.
  3. A budget workshop be arranged to be held on Tuesday, 18th November at 10.00 am

#### **C.127/25 Q2 BUDGET REPORT**

Consideration was given to a report of the Town Clerk, which had previously been circulated, to provide Members with a budget summary report to the end of the second quarter of the 2025/26 financial year, in line the Council's Financial Regulations.

**RESOLVED:** That the details of the report be noted.

#### **C.128/25 DISPOSAL OF SURPLUS FURNITURE AND EQUIPMENT FROM SHOTTON HALL**

Consideration was given to a report of the Town Clerk, which had previously been circulated, to seek approval for the Chief Officer & Town Clerk to arrange the disposal of surplus items from Shotton Hall that are not required for use at Hill Rigg House, and to secure the best possible price or community benefit from their disposal.

- RESOLVED:**
1. That authority be given to the Chief Officer & Town Clerk to dispose of surplus furniture, fixtures, and equipment from Shotton Hall, securing the best achievable price or community value.
  2. That following the conclusion of the sale of surplus items, any items remaining unsold will be made available for viewing by local community groups, who will be given the opportunity to express an interest and take any items they wish, at no cost, prior to any further disposal arrangements being made.
  3. Report back to Council on the outcome once disposal has been completed.

#### **C.129/25 FUTURE OF THE PLAY AREAS IN PETERLEE**

Consideration was given to a report of the Town Clerk, which had previously been circulated, to inform Members of the recommendations of the Play Area Working Party held on 5<sup>th</sup> November 2025.

- RESOLVED:**
1. That recommendations 1 to 4 of the Working Party agreed at its meeting held on 5<sup>th</sup> November 2025, be approved.
  2. That the Working Party continue to meet to develop a vision and strategy for play.
  3. That the Working Party consist of 6 members, with representation from each ward.

#### **C.130/25 CODE OF CONDUCT COMPLAINT**

Consideration was given to a report of the Town Clerk, which had previously been circulated, to inform Members of the outcome of a Standards complaint submitted to Durham County Council's Monitoring Officer regarding the alleged conduct of a number of Town Councillors.

**RESOLVED:** That the details of the report be noted.