

PETERLEE TOWN COUNCIL

Minutes of the **Town Council** meeting held on **Monday 15 June 2026** at **6.30pm** in the Council Chamber, Shotton Hall, Peterlee.

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

Also Ian Hall (Chief Officer and Town Clerk) and Deborah Woodhall (Resources Manager)

C.17/26 APOLOGIES FOR ABSENCE

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

RESOLVED: That the apologies be noted.

C.1826 DECLARATIONS OF INTEREST

No interests were declared

C.1926 PUBLIC PARTICIPATION

A member of the public was in attendance to speak about Lee House and Ridgemount House, he asked if Peterlee Town Council would be interested in contacting Durham County Council to see if they could purchase these properties, which were in a state of disrepair.

Members asked the Town Clerk to send a letter to Durham County Council to ask for a site visit for both premises highlighting the need for a multi-agency approach.

The member of the public was thanked for their attendance at the meeting.

C.20/26 MINUTES

- a. Council Meeting held on 1st June 2026
- b. Governance & Performance Meeting held on 4th June 2026

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

C.2126 NEW POLICY

Consideration was given to the following new policy which was considered by The Governance & Performance Committee at its meeting to be held on 4th June 2026.

- a. Memorial Benches and Trees

RESOLVED: That the new Memorial Benches and Trees Policy be approved.

C.22/26 MOTION ON NOTICE

A Motion on Notice, submitted by Councillor Tough, was presented to Council. As the motion was not seconded, it was not moved and no further action was taken.

C.2326 REQUEST FOR CONCESSIONARY USE FUNDING – NARCOTICS ANONYMOUS AND ALCOHOLICS ANONYMOUS MEETINGS AT THE PAVILION

Consideration was given to a report of the Town Clerk, which had previously been circulated, to consider a request from the Chair of Council, Councillor M. Cartwright, regarding the continued use of the Pavilion by Narcotics Anonymous (NA) and Alcoholics Anonymous (AA) and the potential provision of support through the Concessionary Use Budget.

RESOLVED:

1. That Narcotics Anonymous and Alcoholics Anonymous meetings at the Pavilion be granted free use funded from the Concessionary Use Budget.
2. That the duration of the concessionary use to be for a period of 6 months then be brought back to Council for review after this period.

C.24/26 REINTRODUCTION OF THE NEIGHBOURHOOD ENGAGEMENT PROJECT (NEP) GRANT SCHEME

Detailed consideration was given to a report of the Town Clerk, which had previously been circulated, to provide Members with background information regarding the former Neighbourhood Engagement Project (NEP) Grant Scheme and to seek Council's consideration as to whether the scheme should be reintroduced. A request from the Chair, Cllr M A Cartwright.

Cllr Meadows proposed that option 2 – Reintroduce the scheme with amended funding levels or revised eligibility criteria be agreed and the Grant Scheme be renamed Peterlee Community Grant, seconded by Cllr A Laing.

On a vote being taken, the motion was agreed unanimously.

RESOLVED:

1. That the Grant Scheme be reintroduced
2. That the Grant Scheme be renamed Peterlee Community Grant
3. That the Peterlee Community Grant have an annual budget of £22,000, equating to a £1000.00 allowance per Member.
4. That the following arrangements remain the:

- Eligibility criteria – constituted groups
- Application and assessment procedures
- Monitoring and reporting requirements
- Publicity arrangements
- Timescales for applications

C.25/26 LICENSING ACT 2003 CONSULTATION – VARIATION OF PREMISES LICENCE APPLICATION – THE ROYAL GEORGE, OLD SHOTTON

Consideration was given to a report of the Town Clerk, which had previously been circulated, to advise Members of a consultation received from Durham County Council regarding an application to vary the Premises Licence for The Royal George, Old Shotton, and to seek Council's views on whether a formal representation should be submitted.

Following detailed consideration, Members were in full support of a local business, but they were concerned that The George was in a residential area.

RESOLVED: That Members authorise the Town Clerk to submit a representation on its behalf to Durham County Council before the consultation deadline of 3rd July 2026 raising concerns relating directly to:

- The prevention of crime and disorder
- Public Safety
- The prevention of public nuisance
- The protection of children from harm

A vote was taken:

For: 15
 Against: 0
 Abstained: 1

C.26/26 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.27/26 MANAGED IT SUPPORT SERVICES CONTRACT 2026–2029

Detailed consideration was given to a report of the Town Clerk, which had previously been circulated, to present the results of the procurement exercise undertaken for the provision of Managed IT Support Services and Microsoft 365 support and to seek Members' approval to award a three-year contract.

A vote was taken:

For: 16
Against: 0

RESOLVED:

1. That the contract for Managed IT Support Services and Microsoft 365 support be awarded to Document Solutions at a cost of £12,076.20 per annum, equating to £36,228.60 over the contract period
2. That authorisation be given to the Chief Officer to finalise the necessary contractual arrangements on behalf of the Council.

C.28/26 RENT REVIEW UPDATE

Detailed consideration was given to a report of the Town Clerk, which had previously been circulated, to update Members on the receipt of the independent rent review report prepared by Align Property Partners and to seek direction regarding the next stage of discussions with Peterlee & Horden Rugby Football Club.

RESOLVED:

1. That the contents of the independent rent review report received from Align Property Partners, be noted.
2. That an invitation be sent to representatives of Peterlee & Horden Rugby Football Club to attend a future meeting of the Council.
3. That a request be made to Peterlee & Horden Rugby Club to see their accounts from the past 5 years.

C.29/26 PETERLEE CRICKET CLUB UPDATE

A verbal report was given to Members, providing an update on an incident involving changing the code on the gate to the cricket pitch.

RESOLVED:

1. That the details of the update from the Town Clerk, be noted.
2. That the Town Clerk sends a letter electronically to Peterlee Cricket Club conveying members disappointment in their actions.