

## **PETERLEE TOWN COUNCIL**

Minutes of the **Town Council** meeting held on **Monday 17 August 2026** at **6.30pm** in the Council Chamber, Shotton Hall, Peterlee.

**Present:** Councillor M. A. Cartwright (Mayor) and  
Councillors P. Brown, D. Burrell, P. Cartwright, B. Fishwick, D. Hawley, A. Laing, D. Meadows, I. Pygall, H Pygall, S. Simpson, M. Sanderson and D. Wright.

**Also** Ian Hall (Chief Officer and Town Clerk) and Louise Hudson (Democratic Services Assistant)

### **C.52/26 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors M-L Franklin, S Franklin, K. Hawley, D. Howarth, R. Moore.

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

### **C.53/26 DECLARATIONS OF INTEREST**

No interests were declared

### **C.54/26 PUBLIC PARTICIPATION**

3 members of the public were in attendance to observe only.

### **C.55/26 MINUTES**

a. Council Meeting held on 20th July 2026

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

### **C.56/26 PETERLEE COMMUNITY FUND APPLICATIONS**

Consideration was given to a report of the Town Clerk, which had previously been circulated, to present two applications received under the Peterlee Community Grant Scheme and to invite the relevant Ward Members to consider whether they wish to support the applications from their individual grant allocations.

#### **Peterlee Town Bowling Club**

The following Eden Hill Wards Councillors supported the initiative:

|                         |      |
|-------------------------|------|
| Councillor M Cartwright | £450 |
| Councillor M Sanderson  | £450 |

**Total – £900**

**Peterlee Town FC**

The following Acre Rigg Wards Councillors supported the initiative:

|                      |      |
|----------------------|------|
| Councillor P Brown   | £200 |
| Councillor D Burrell | £200 |
| Councillor I Pygall  | £200 |
| Councillor S Simpson | £200 |
| Councillor D Wright  | £200 |

**Total – £1,000**

**RESOLVED:**

1. That Peterlee Town Bowling Club receive £900 for their initiative through the Peterlee Community Fund.
2. That Peterlee Town FC receive £1,000 for their initiative through the Peterlee Community Fund.

**C.57/26 FREE FUNCTION FRIDAY TRIAL PAVILION FUNCTION ROOM HIRE**

Detailed consideration was given to a report of the Pavilion Sports & Community Manager, previously circulated, to seek Members' consideration of a proposal to introduce a three-month trial offering free room hire for selected private functions at the Pavilion under the initiative "Free Function Friday."

Member D Hawley proposed offering free hire not just on Friday's, but also Saturday's and Sunday's. Member H Pygall seconded the motion and a vote was taken:

For: 12

Against: 1

**RESOLVED:**

1. That a three-month trial be approved on Friday's, Saturday's and Sunday's, whereby room hire charges are waived for selected private functions held at the Pavilion.
2. That a further report be brought to a future Council Meeting, following the conclusion of the trial, setting out the financial performance, usage levels and any recommendations for the future continuation of the scheme.

**C.58/26 EDEN LANE PARK FEEDBACK FROM THE *MOVING TOGETHER* PETERLEE ENGAGEMENT EXERCISE**

Consideration was given to a report of the Pavilion Sports & Community Manager, which had previously been circulated, to advise Members of the findings from Durham County Council's *Moving Together Peterlee* engagement exercise, which explored the experiences of women and girls using Eden Lane Park. The report provides an overview of the feedback received and highlights areas that may assist Members when considering future investment and improvements within the park.

**RESOLVED:**

1. That the contents of this report be noted.

**C.59/26 PROPOSAL FOR THE DEVELOPMENT OF A SPLASH PARK AT WOODHOUSE PARK**

Consideration was given to a report of the Neighbourhood Services Manager, which had previously been circulated, to seek Members' approval in principle to explore the development of a splash park within Woodhouse Park.

The report also seeks approval to commission a detailed feasibility study, undertake public consultation and investigate external funding opportunities before any final decision is made regarding the project

**RESOLVED:**

1. That the proposal to explore the development of a splash park within Woodhouse Park, be approved.
2. That it supports, in principle, the development of a splash park as part of the future enhancement of Woodhouse Park.
3. That approval be given for Officers to commission a detailed feasibility study, including concept designs, technical investigations and estimated project costs.
4. That Officers should undertake public consultation with residents and key stakeholders as part of the feasibility process.
5. That Officers should explore appropriate external funding opportunities to support the potential delivery of the project.
6. That a further report, detailing the findings of the feasibility study, funding opportunities and the full financial implication, be brought to a future Council Meeting before any decision is made regarding the progression of the project.

**C.60/26 LOWHILLS ROAD CAR PARK RESURFACING QUOTATIONS**

Consideration was given to a report of the Town Clerk, which had previously been circulated, to present Members with the quotations received for the resurfacing of the Lowhills Road Car Park, following the Council's resolution on 6<sup>th</sup> July 2026 to obtain competitive quotations and report back before any works are commissioned.

**RESOLVED:**

1. That the three quotations received for the resurfacing of the Lowhills Road Car Park, be noted.
2. That, in principle, Company A, Youll Construction Ltd be awarded the contract for the resurfacing of the Lowhills Road Car Park, upon completion of legal advice regarding the maintenance covenant and, where appropriate, seek to recover any contribution due towards the cost of the resurfacing works from the adjoining landowner.
3. That the allocation of the necessary funding from the Council's General Reserve (or appropriate earmarked reserve) to meet the cost of the resurfacing works, subject to the final contract value, be approved
4. That the Chief Officer/Town Clerk will continue to pursue legal advice regarding the maintenance covenant and, where appropriate, seek to recover any contribution due towards the cost of the resurfacing works from the adjoining landowner, be noted.
5. That the Chief Officer & Town Clerk be authorised to finalise the necessary contractual arrangements and instruct the successful contractor in accordance with the Council's Financial Regulations.

**C.61/26 DISCLOSURE AND BARRING SERVICE (DBS) CHECKS FOR COUNCILLORS UNDERTAKING VOLUNTARY ROLES**

Detailed consideration was given to a report of the Town Clerk, which had previously been circulated, to consider whether Peterlee Town Council Councillors should introduce a process for assessing the need for Disclosure and Barring Service (DBS) checks for Members who undertake voluntary roles on behalf of the Council, or organisations associated with the Council, where those roles may involve working with children, young people or vulnerable adults.

Member D Burrell advised he was currently in the process of completing an Enhanced DBS check for a voluntary role and asked if this could be used. The Town Clerk confirmed that each DBS check is relevant to its role and so a new DBS check would be needed for when representing Peterlee Town Council.

**RESOLVED:**

1. That approval be given to the introduction of a process, whereby any Councillor undertaking a voluntary role on behalf of Peterlee Town Council, Hill Rigg House or any other organisation supported by the Council, is assessed against the statutory Disclosure and Barring Service (DBS) eligibility criteria.
2. That where a role is found to be eligible under the relevant legislation, the appropriate level of DBS check may be obtained before the Councillor undertakes those duties.
3. That approval be given to the Chief Officer to prepare a DBS and Safeguarding Procedure for future consideration, setting out a consistent and legally compliant approach to safeguarding and DBS eligibility for Councillors undertaking voluntary roles.