11th November 2026

Dear Councillor,

I hereby summon you to attend a meeting of **Peterlee Town Council** on **Monday 16th November 2026** In t**he Council Chamber**, **Shotton Hall, Peterlee, SR8 2PH**, at **6.30pm**

Mr I Hall
Town Clerk

Members of the public are very welcome to attend our meetings. We have a limited number of designated public seating in our Council Chamber and so any members of the public wishing to attend to observe the meeting are advised to contact the Council in advance so that we can reserve a seat for you: council@peterlee.gov.uk or (0191) 5862491.

AGENDA

1. **Apologies for Absence**

2. **To receive declarations of interest**
   Members are reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise. Please seek advice from the Town Clerk **prior to the meeting** if in doubt. Members are reminded that they can check their published declaration of interests here: https://bit.ly/2wVyeLA

3. **Public Participation**
   Members of the public will have an opportunity to put questions to the Council. This item of business to last no more than 15 minutes, as per Council Standing Orders.

4. **Minutes**
   To approve the Minutes of the following meeting:-

   a. Council Meeting held on 2 November 2026 (Copy attached)
   b. Events Committee meeting held on Tuesday 3 November 2026 (Copy attached)

Civility & Respect
IN COLLABORATION WITH SLCC, NALC, OVW, COUNTY ASSOCIATIONS

5. **Budget 2027-2028**
   Report of the Town Clerk (Attached)

6. **Peterlee Community Fund**

   a. Durham Coast Youth FC (Deferred at a previous Council meeting on 5 October 2026, minute no. C.87/26)
   b. 2nd Peterlee Scouts Group

7. **Peterlee History Group Request for Financial Support**
   A report of the Town Clerk (Attached)

8. **Replacement and disposal of existing John Deere 3038 tractor and Lewis backhoe**
   Report of the Neighbourhood Services Manager (Attached)

9. **Q2 Budget Summary Report**
   Report of the Town Clerk (Attached)

10. **Unauthorised Events and Commercial Activities on Town Council Land**
    Report of the Town Clerk (Attached)

PETERLEE TOWN COUNCIL

Minutes of the **Town Council** meeting held on **Monday 2nd November 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, M L Franklin, D Hawley, A Laing, D Meadows, I Pygall, B Reddington, L Sanders, M Sanderson, S Simpson, D Wright

Also Ian Hall (Chief Officer and Town Clerk), Deborah Woodhall (Resources Manager) and Louise Hudson (Democratic Services Assistant)

C.105/26 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors B Fishwick, S Franklin, K. Hawley, D Howarth, H Pygall and M Sanderson.

RESOLVED: That the apologies be noted.

C.106/26 DECLARATIONS OF INTEREST

No interests were declared

C.107/26 PUBLIC PARTICIPATION

No members of the public were in attendance.

C.108/26 MONTHLY UPDATES FOR DURHAM COUNTY COUNCILLORS

No updates were received.

C.109/26 MINUTES

a. Council Meeting held on 5th October 2026
b. Events Committee Meeting held on 27 October 2026

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

C.110/26 INSTALLATION OF A BOUNDARY FENCE ENCLOSING FOOTBALL PITCHES AT HELFORD ROAD

Consideration was given to a report of the Neighbourhood Services Manager, which had previously been circulated, to identify the cost of installing a boundary fence around Helford Road football pitches to help alleviate anti-social behaviour.

The Town Clerk advised that due to the lowest quote exceeding £50,000, the contract must now go through the procurement process.

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Member A Laing proposed that the contract go through procurement.

Member D Wright seconded the proposal and a vote was taken:

For: 14
Against: 0

RESOLVED That the Neighbourhood Services Manager put the contract through procurement process for the installation of a boundary fence around Helford Road football pitches and report back to a future Council meeting for consideration.

C.111/26 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.112/26 SHOTTON HALL PROPOSED SALE AND FUTURE OPTIONS

Detailed consideration was given to a report of the Town Clerk, which had previously been circulated, to update Members following the Strategic Workshop held on 22nd October 2026, at which the future of Shotton Hall was discussed in light of revised proposals received from Harkalm Group Ltd.

Member A Laing requested a named vote on the proposed recommendations. Member P Cartwright seconded the proposal, and a named vote was taken:

For: Councillors J Black, P Brown, M Cartwright, P Cartwright, M L Franklin, D Hawley, A Laing, D Meadows, I Pygall, B Reddington, L Sanders, M Sanderson, S Simpson, D Wright

All Members voted unanimously.

RESOLVED:

1. That the Town Clerk be authorised to enter into fresh negotiations with Harkalm Group Ltd regarding its revised proposal to purchase Shotton Hall, in consultation with the Council's legal and property advisers, with a view to securing a legally binding agreement, a £100,000 deposit upon exchange of contracts, completion subject to planning permission, recovery of the Council's legal fees and a clearly defined timetable for exchange and completion.

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2. That, alongside these negotiations, Officers be authorised to develop an alternative strategy (Plan B) for the retention, refurbishment and future use of Shotton Hall, including the costs of essential repairs, potential income generation, external funding opportunities and the feasibility and affordability of Public Works Loan Board borrowing.

3. That the Town Clerk seeks confirmation from Durham County Council regarding the anticipated determination of Harkalm's planning applications and the implications of the revised planning committee arrangements.

4. That progress on both the negotiations with Harkalm and the development of Plan B be reported to a future meeting of Full Council, with any final decision to proceed with the sale, commit significant expenditure or pursue borrowing remaining subject to further Council approval and appropriate legal advice.

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PETERLEE TOWN COUNCIL

Minutes of the **Events Committee** meeting held on **Tuesday 3rd November 2026** at 10.00am in the Council Chamber, Shotton Hall, Peterlee.

Present: Councillor K Hawley (Chair); and
P Brown, M A Cartwright, A Laing, I Pygall, and S Simpson

Also Present: Deborah Woodhall (Resources Manager) Laura Freeman (Events Officer) and Louise Hudson (Democratic Services Assistant)

E.51/26 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors P Cartwright, B Fishwick and H Pygall.

RECOMMENDED: That the apologies be noted.

E52/26 DECLARATIONS OF INTEREST

No declarations of interest were submitted.

E.53/26 JOHNNY2BAD

The Events Officer confirmed she had received a quote to book Johnny2Bad at £2,000. The deposit would be £250 and the cancellation clause states that if cancelled with more than 6 weeks' notice, the Council will only lose the deposit amount.

RESOLVED: That Johnny2Bad, a UB40 tribute band, be booked to perform at the Peterlee Show on Saturday 4 September 2027, at a total cost of £2,000.

E.54/26 BANDS FOR PETERLEE SHOW

The Events Officer updated Members on the responses she had had from the bands which were mentioned at the previous Events Committee meeting on 27 October 2026 (Minute no. E.49/26):

Friday

Band	Response
Futureheads	No response yet
Coldplace	No response yet
L1NKN P4RK	No response yet
Vice Killers	Available at a cost of £500
3 Odd Shoes	Unavailable
Nickelback UK	No response yet
Green Haze	Unavailable

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The Events Officer explained that the AC/DC Tribute Band suggested for Friday was actually American and so, along with Members, she searched for a suitable tribute and found two potential bands called DCUK and Hells Bells, who she will contact to ask for quotes.

Due to a lack of response and availability relating to acts for Friday 3 September 2027, Members discussed other acts which could potentially be booked and suggested. After watching promotional videos, they asked the Events Officer to contact Guns or Roses (A Guns & Roses Tribute) and Vicky Jackson (A P!NK Tribute), to ask about their availability and cost.

Members also suggested instead of waiting for an email response, that the band/agents of Nickelback UK, Coldplace and L1NKN P4RK be contacted by telephone, if a number is available.

Saturday

Band	Response
Johnny2Bad	Available at a cost of £2,000
Flash	Available at a cost of £2,500
Small Town Boy	Available at a cost of £1,800 for full band or £720 if solo
These Smiths	Unavailable and recommended 'Frankly The Smiths'
Koss The Band Plays On	Available at a cost of £2,500
Emerald Thieves	Unavailable

The Events Officer explained that she had already contacted the recommended The Smiths Tribute Band called 'Frankly The Smiths' and they had quoted £1,000 for their performance. Members asked to watch a video of their performance and agreed they sounded great and to go ahead and book the band to perform between 5pm and 6pm on Saturday 4 September 2027.

Members discussed the cost of Flash Queen, stating that £2,500 was too expensive, however, if the Events Officer could negotiate the cost to £2,000, they would approve the booking.

Next, Members discussed Small Town Boy and whether to book them as a band of a solo act. Members rewatched promotional videos and decided that the full band would be best, performing their 80's playlist.

Members asked the Events Officer to check if Emerald thieves were available to play on the Friday, due to the being unavailable on the Saturday.

Members decided that they needed another big band for the Saturday performance list and discovered a band called ‘Foreigners Journey’ which was a Foreigner and Journey Tribute Band and asked the events Officer to contact them to discuss availability and cost.

The lineup was discussed and should the events Officer be successful in negotiating a lower price with Flash Quenn, the following times were agreed:

Band Name	Tribute Act	Time Slot
Johnny2Bad	UB40	9.00pm – 10.00pm
Flash Queen	Queen	8.00pm – 9.00pm
Foreigners Journey	Foreigner / Journey	7.00pm to 8.00pm
Small Town Boy	Jimmy Somerville	6.00pm – 7.00pm
Frankly The Smiths	The Smiths	5.00pm – 6.00pm

Members discussed potential performers for the earlier slots between 2.00pm and 5.00pm. It was suggested that the Dixon Agency be contacted regarding the availability of Mr Palace, a popular and well-loved local singer, formerly the lead vocalist of the well-known local band Alexanders Palace, who now performs as a solo artist.

RESOLVED:

1. That Johnny2Bad, a UB40 tribute band, be booked to perform at the Peterlee Show on Saturday 4 September 2027, at a cost of £2,000.

2. That the Events Officer contact DCUK and Hells Bells to ask the band for a quote and availability to perform at the Peterlee Show and report back to a future Events Committee Meeting.

3. That Vice Killers be booked to perform at the Peterlee Show on Friday 3 September 2027, at a cost of £500.

4. That the Events Officer contact the band/agents of Nickelback UK, Coldplace and L1NKN P4RK by telephone, if a number is available and report back to a

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future Events Committee Meeting.

5. That the Events Officer contact Guns or Roses (A Guns & Roses Tribute) and Vicky Jackson (A P!NK Tribute), to ask about their availability and cost.

6. That the Events Officer contact Emerald Thieves to check their availability to perform at the Peterlee Show on Friday 3rd September 2027 and report back to a future Events Committee meeting.

7. That Small Town Boy be booked as a full band to perform their 80's playlist at the Peterlee Show on Saturday 4 September 2027, at a cost of £1,800.

8. That Frankly The Smiths, a The Smiths tribute band, be booked to perform at the Peterlee Show on Saturday 4 September 2027, at a cost of £1,000.

9. That the Events Officer contact Flash Queen to negotiate the cost of the booking and if this can be reduced to £2,000 or less, that approval be given to book the tribute act.

10. That the Events Officer contact 'Foreigners Journey' to ask about availability and cost and report back to a future Events Committee Meeting.

11. That the Events Officer contact the Dixon Agency to enquire about the cost and availability for Mr Palace to perform at the Peterlee Show on Saturday 4 September 2027.

E.55/26 STAGE PRICING

The Events Officer updated Members on the pricing quotes she had sought for the music performances and PA of the Peterlee Show on Friday 3rd, Saturday 4th and Sunday 5th of September 2027.

She explained she had received one quote so far at a cost of £4,000. This was for the stage only and so she has requested a more detailed quote to include the additional costs of PA and rigging etc.

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Additionally, Members discussed the fencing proposed to be erected around the football pitches at Helford Road, where the stage and other entertainment would be held, and if this will help or hinder the event in terms of the rules relating to Martyn's Law which will come into effect in 2027. It was agreed that expert advice be sought.

RESOLVED:

1. That the Events Officer continues working to gather quotes for the staging, PA and rigging equipment needed and report back to a future Events Committee meeting.

2. That once an Events Safety Officer has been contracted for the event, the Events Officer will seek their advice on the new fencing which is proposed to enclose the playing fields at Helford Road.

Following the departure of Committee Members A Laing and M A Cartwright at 11.36am, the meeting became inquorate. Members subsequently continued to discuss the remaining items on the agenda, however, as the meeting was no longer quorate, no further formal decisions could be made.

E.56/26 CIRCUS

The Events Officer updated, confirming the quotes she requested were for performances between Friday 3rd September through to Sunday 5th September 2027.

One circus had replied so far, named Happy Circus and for 1 x 45-minute performance on Friday 3rd, 4 x 45-minute performances on Saturday 4th and 4 x 45-minute performances on Sunday 5th and travel, they had quoted £14,208 including VAT.

DISCUSSED: That the Events Officer await all quotes being received and to report back to a future Events Committee meeting.

E.57/26 TOILETS

The Events Officer confirmed one quote had been received so far, and this was from a company called, Nixon. They quoted £6,030 for the facilities to be available from Friday 3rd, through to Sunday 5th September 2027, with morning cleaning included on the Saturday and Sunday.

DISCUSSED: Members acknowledged the quote received and asked the Events Officer to report back to a future Events Committee meeting.

E.58/26 PRICING FOR STALLS

The Events Officer confirmed she felt the previous amount discussed, of £30 per stall, per day was sufficient and asked Members to consider approving this at a future Events Committee meeting.

DISCUSSED: Members acknowledged the stall price of £30 per stall, per day and asked the Events Officer to report back to a future Events Committee meeting for approval.

E.59/26 NEXT MEETING DATE

Members agreed that the next Events Committee meeting be held on Tuesday 17 November 2026 at 10.00am in the Council Chamber, Shotton Hall.

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Report to: Peterlee Town Council:

Date: 16th November 2026

Report of: Ian Hall, Chief Officer & Town Clerk

Subject: **Budget Setting 2027/28 First Draft Budget Following Members' Workshops**

Appendix 1: First Draft Annual Budget 2027/28

Report Purpose: The purpose of this report is to present Members with the first draft budget for the 2027/28 financial year, incorporating the feedback and priorities identified during the recent budget-setting workshops.

The report provides an overview of the proposed expenditure, anticipated income, financial assumptions and potential implications for the Council Tax precept.

Members are requested to consider the draft budget, provide any further feedback or proposed amendments and give direction to officers before the final budget and precept are presented to Full Council for formal approval.

Background: The Council has undertaken a series of budget-setting workshops to review its financial position and establish priorities for the 2027/28 financial year.

The workshops provided Members with an opportunity to examine existing expenditure, consider future financial pressures and identify areas where additional investment, savings or changes to service provision may be appropriate.

The first workshop considered the Council's financial position, the existing 2026/27 budget and the initial assumptions for developing the following year's budget.

Subsequent discussions enabled Members to consider the implications of proposed expenditure, including the future delivery of the Peterlee Show, and the potential impact on Council Tax.

Following these workshops, officers have reviewed and amended the budget to reflect the feedback received, with particular consideration given to staffing costs, operational expenditure, service provision, community activities and the Council's existing financial commitments.

The resulting first draft budget is attached at Appendix 1 and is now presented to Members for formal consideration.

Details:

First Draft Budget 2027/28

The first draft budget has been prepared using the latest available financial information and the revised assumptions incorporated into the Council budget workbook.

The overall position is summarised below:

Budget heading	2026/27 Budget	Draft 2027/28
Gross expenditure	£2,439,013	£2,563,335
Income excluding precept	£297,224	£283,073
Net expenditure / precept requirement	£2,141,789	£2,280,262

The draft budget identifies an increase in the precept requirement of £138,473, representing an increase of approximately 6.47% compared with 2026/27.

This increase reflects a combination of inflationary pressures, changes to operational expenditure, income adjustments and additional budget provision identified through the workshops.

The figures remain subject to further consideration by Members and may be amended before the final budget is approved.

Budget Assumptions

Following the initial budget workshops, the assumptions used to calculate the draft budget have been reviewed and amended.

The latest draft includes the following provisions:

Budget assumption	2027/28 provision
Staff wages	1% increase
General inflation	3.5%
Electricity and gas	5% increase
Fuel and oils	20% increase
Service-charge income	5% increase
Elections reserve	£3,000 provision

The draft budget includes provision for a 4% increase in employee pay for the 2027/28 financial year.

Although the overall staffing budget shows an increase of approximately 1% compared with 2026/27, this does not reflect the full provision made for employee pay increases.

The difference arises because the 2026/27 budget did not take account of the reduction in the Council's employer pension contribution rates. The revised pension costs have now been reflected in the 2027/28 budget, offsetting part of the additional expenditure associated with the anticipated pay award.

Consequently, the overall staffing budget shows a relatively modest increase of approximately 1%, despite including provision for a 4% pay award.

This adjustment ensures that the draft budget more accurately reflects the Council's anticipated employment costs while maintaining appropriate provision for future pay increases.

The provision for fuel and oils has been increased to 20%, reflecting the anticipated cost pressures associated with maintaining the Council's operational fleet and delivering grounds maintenance and other services.

A general inflation assumption of 3.5% has been incorporated where appropriate, alongside a 5% provision for electricity and gas.

These assumptions will continue to be monitored as further information becomes available.

The draft budget has been developed to reflect the priorities and feedback provided by Members during the workshops.

The principal areas of consideration have included maintaining existing services, reviewing staffing and operating costs, making appropriate provision for community activities and ensuring that the Council continues to meet its financial responsibilities.

Particular attention has been given to the affordability of the overall budget and the potential impact on the Council Tax precept.

The workshops also provided an opportunity to examine the level of expenditure associated with the Pavilion, parks and open spaces, sports and leisure facilities, town activities and future capital requirements.

The draft budget therefore represents a more developed financial position than the initial budget presented at the beginning of the process.

Members are now invited to consider whether the revised allocations appropriately reflect the Council's priorities or whether further adjustments are required.

One of the most significant changes to the draft budget relates to the provision for the Peterlee Show.

The current budget includes £82,800 for the event, compared with the previous provision of £18,000.

This represents an additional £49,020 due to other reduction in the town events heading, this is a significant contributing factor to the proposed increase in the overall precept requirement.

Whilst the current budget includes provision of £82,800, this figure represents an estimate based on the information presently available. As further details are confirmed, including entertainment, infrastructure, safety requirements and other operational arrangements, the overall cost may need to be revised.

Members discussed the possibility that any additional expenditure identified beyond the current budget provision could be met from available Council reserves, rather than increasing the initial revenue budget further at this stage.

This approach would allow the Council to progress with planning the event while recognising that some costs remain uncertain. However, any additional funding from reserves would need to be considered in the context of the Council's overall financial position, existing commitments and available uncommitted balances.

Any proposed expenditure exceeding the approved budget would be reported to Members for consideration and approval, together with the proposed funding arrangements.

Council Tax and Precept Implications
Based on the first draft budget, the proposed precept requirement for 2027/28 is £2,280,262.

The budget workbook uses a Council Tax base of 4,789.2 Band D equivalent properties, compared with 4,780.3 in 2026/27.

Using these figures, the illustrative impact on Council Tax is as follows:

Council Tax band	2026/27	Draft 2027/28	Annual
A	£298.70	£317.42	£18.72
B	£348.48	£370.32	£21.84
C	£398.26	£423.22	£24.96
D	£448.04	£476.13	£28.08
E	£547.61	£581.93	£34.32
F	£647.18	£687.74	£40.56
G	£746.74	£793.54	£46.80
H	£896.09	£952.25	£56.16

The proposed increase for a Band D property is £28.08 annually, equivalent to approximately £2.34 per month.

For a Band A property, the proposed increase is £18.72 annually, equivalent to approximately £1.56 per month.

Although the draft precept requirement represents an increase of approximately 6.47%, the increase in the Band D Council Tax charge is approximately 6.27%, reflecting the change in the tax base.

These figures are illustrative and will be subject to the final budget decisions made by Members.

The first draft budget provides Members with an opportunity to review the overall financial position before the final budget and precept are determined.

While the budget incorporates the feedback received during the workshops, Members may wish to consider whether any further adjustments are required.

In particular, consideration may be given to the affordability of the proposed expenditure, opportunities to increase income, the level of provision for town events and the potential use of reserves.

Members should also be mindful that any additional expenditure will need to be funded through increased income, reductions elsewhere in the budget, or the appropriate use of available reserves.

Similarly, any proposed reductions in expenditure should be considered alongside the potential implications for service delivery and the Council's existing commitments.

The purpose of presenting the first draft at this stage is to allow Members to provide further direction before officers finalise the budget proposals.

Durham County Council has requested that the Town Council's completed precept return for the 2027/28 financial year be submitted by Friday 29th January 2027.

It is therefore important that Members complete their consideration of the draft budget and agree the final budget and precept in sufficient time to meet this deadline.

Following formal approval by Full Council, officers will complete the required precept return and submit it to Durham County Council at townandparishprecepts@durham.gov.uk.

The deadline will need to be taken into account when scheduling the final budget-setting meeting and considering any further amendments requested by Members.

Following consideration of this report, officers will review any further comments, amendments or priorities identified by Members.

The draft budget will then be updated as necessary, taking into account the latest financial information and any decisions relating to expenditure, income and reserves.

A final balanced budget will subsequently be presented to Full Council, together with the proposed precept for 2027/28, for formal consideration and approval.

Recommendation: Members are requested to:

1. Receive and note the first draft budget for the 2027/28 financial year, attached at Appendix 1, which has been prepared following the feedback received during the budget-setting workshops.

2. Consider the proposed expenditure, income and precept requirement of £2,280,262, together with the illustrative Council Tax implications.

3. Identify any further amendments, savings, additional expenditure or priorities that Members wish to be incorporated into the final budget proposals.

4. Request that officers incorporate Members' feedback and present the final balanced budget and proposed precept for 2027/28 to Full Council for formal approval, ensuring that the agreed precept is submitted to Durham County Council by 29th January 2027.

		2026/27 Budget	% Adjustment	2027/28 Budget	£ Variance
101	**Central & Civic HQ Costs**				
4000	Salaries, Wages, Superan, NI	393,320	1.00%	397,254	3,933
4006	Building Maint. Contracts	1,840	3.50%	1,904	64
4010	Cleaning Wages	21,907	1.00%	22,126	219
4011	Facilities Staff - Wages	0	1.00%	0	0
4070	Wages - Shotton Hall Grounds	39,024	1.00%	39,414	390
4099	Pension Cont - Former Staff	4,500	-26.00%	3,330	-1,170
4100	Training & Development - Staff	10,000	100.00%	20,000	10,000
4175	Personnel Services	2,500		2,500	0
4190	Wages Processing DCC	8,586	3.50%	8,886	300
4200	Electricity	21,824	5.00%	22,915	1,091
4201	Gas	15,019	5.00%	15,770	751
4202	Water	2,750		2,750	0
4205	Rates	18,704	3.50%	19,359	655
4208	Licences	1,227	3.50%	1,269	43
4209	Trade Refuse Costs	1,840	3.50%	1,904	64
4210	Alarm System & CCTV	3,741		3,741	0
4211	Ins XS/Vandalism	824	3.50%	853	29
4213	Hygiene Services	1,342	3.50%	1,389	47
4220	Window Cleaning	952		952	0
4225	Cleaning Materials	5,519	3.50%	5,712	193
4230	Furniture	1,000		1,000	0
4240	Miscellaneous Expenditure	2,000		2,000	0
4250	Repairs & Decoration	3,500		3,500	0
4350	Small Plant & Tools	1,000	-100.00%	0	-1,000
4400	Telephones	3,189	3.50%	3,301	112
4401	Mobile Phone	613	3.50%	635	21
4405	Postage	1,000		1,000	0
4406	Petty Cash	200		200	0
4410	Office Machine Hire & Mtce	25,757	3.50%	26,658	901
4412	Stationery & New Office Equip	6,133	3.50%	6,347	215
4420	Publicity/Council Publications	5,400		5,400	0
4425	Insurance	70,000		65,000	-5,000
4498	Health & Safety	1,840	3.50%	1,904	64
4499	Occupational Health	4,500		4,500	0
4500	Fuel & Oils	15,121	20%	18,145	3,024
4501	Road Fund Tax	981	3.50%	1,016	34
4502	Vehicle Maintenance/Spares	15,000		15,000	0
4920	Consultant Frees			15,000	
4503	Motor Insurance XS	500		500	0
	Central & Civic HQ Costs :- Expenditure	**713,150**		**743,133**	**14,983**
1312	Miscellaneous Income				0
	total income				
101	**Net expenditure/(income)**	**713,150**		**743,133**	**14,983**

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102	Democratic Costs	2026/27 Budget	% Adjustment	2027/28 Budget	£ Variance
4101	Training & Dev - Councillors	1,500	40.00%	2,100	600
4103	Election	7,000	£3,000	10,000	3,000
4125	Mayors Personal Allowance	500		500	0
4126	Mayors Civic Duties	1,000		1,000	0
4127	Participation Allowances	28,000		28,000	0
4470	Civic Regalia	500		500	0
	total expenditure	**38,500**		**42,100**	3,600
102	**Net expenditure/(income)**	**38,500**		**42,100**	3,600

103	Corporate Management	2026/27 Budget	% Adjustment	2027/28 Budget	£ Variance
4426	Subs to L.A. Bodies	5,805	3.50%	6,008	203
4430	Elections	0		0	0
4450	Audit Fees	15,000		15,000	0
4455	Banking Pick Up Service	586	3.50%	607	21
4458	Card Machine/Bank Fees	5,000	20.00%	6,000	1,000
					0
	Corporate Management :- Expenditure	**26,391**		**27,615**	1,224
					0
103	**Net expenditure/(income)**	**26,391**		**27,615**	1,224

105	Other Costs and income	2026/27 Budget	% Adjustment	2027/28 Budget	£ Variance
4460	General Fund	500		500	0
	Other Costs and income :- Expenditure	**500**		**500.00**	0
1045	Precept Received				0
1046	Precept Support Grant	0		0	0
1312	Miscellaneous Income				0
	Other Costs and income :- income	**0**		**-**	-
					0
105	**Net expenditure/(income)**	**500**		**500.00**	0

201	S/Hall Banqueting Suite	2026/27 Budget	% Adjustment	2027/28 Budget	£ Variance
4000	Salaries, Wages, Superan, NI	0	1.00%	0	0
4003	Overtime	0		0	0
4005	Bar Gas	0		0	0
4006	Building Maint. Contracts	0	3.50%	0	0
4010	Cleaning Wages	0	1.00%	0	0
4030	Bar Wages - Casuals	0		0	0

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4070	Wages - Shotton Hall Grounds	0	1.00%	0	0
4174	Clothing & Uniforms	0		0	0
4200	Electricity	0	5.00%	0	0
4201	Gas	0	5.00%	0	0
4202	Water	0		0	0
4205	Rates	0	3.50%	0	0
4208	Licences	0	3.50%	0	0
4209	Trade Refuse Costs	0	3.50%	0	0
4210	Alarm System & CCTV	0		0	0
4211	Ins XS/Vandalism	0	3.50%	0	0
4213	Hygiene Services	0		0	0
4214	Stocktaking Fees	0		0	0
4215	Refreshments	0		0	0
4220	Window Cleaning	0	5.00%	0	0
4230	Furniture	0		0	0
4240	Miscellaneous Expenditure	0		0	0
4250	Repairs & Decoration	0		0	0
4420	Publicity/Council Publications	0		0	0
4570	Bar Purchases	0		0	0
4572	Catering Expenditure	0		0	0
	S/Hall Banqueting Suite :- Expenditure	**0**		**0**	**0**
	Income				0
1302	Concessionary Use	0		0	0
1312	Miscellaneous Income	0		0	0
1315	Bar Income	0		0	0
1319	Hire Income	0		0	0
1320	Refreshment Income	0		0	0
1321	Hire of Equipment	0		0	0
	Furlough Grant	0		0	0
	S/Hall Banqueting Suite :- Income	**0**		**0**	**0**
201	**Net expenditure/(income)**	**0**		**0**	**0**

221	**The Pavilion**	**2026/27 Budget**	**% Adjustment**	**2027/28 Budget**	**£ Variance**
4000	Salaries, Wages, Superan, NI	371,386	1.00%	375,100	3,714
4003	Overtime	0		0	0
4005	Bar Gas	1,200		1,200	0
4006	Building Maint. Contracts	1,000	350.00%	4,500	3,500
4009	Bistro Expenditure	26,172	5.00%	27,481	1,309
4010	Cleaning Wages	34,627	1.00%	34,973	346
4030	Casual staff	10,000	0.00%	10,000	0
4174	Clothing & Uniforms	1,150		1,150	0
4200	Electricity	45,635	5.00%	47,917	2,282
4201	Gas	11,618	5.00%	12,198	581
4202	Water	5,600		5,600	0
4205	Rates	10,000	75.00%	17,500	7,500

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4208	Licences	5,000		5,000	0
4209	Trade Refuse Costs	1,309	5.00%	1,374	65
4210	Alarm System & CCTV	3,434		3,434	0
4211	Ins XS/Vandalism	250		250	0
4213	Hygiene Services	654	5.00%	687	33
4214	Stocktaking Fees	1,309	5.00%	1,374	65
4215	Refreshments	196	5.00%	206	10
4217	Lift Maintenance Costs	5,775	25.00%	7,219	1,444
4220	Window Cleaning	1,309	5.00%	1,374	65
4230	Furniture	2,000		2,000	0
4240	Miscellaneous Expenditure	6,000		6,000	0
4250	Repairs & Decoration	9,000		9,000	0
4400	Telephones	3,272	5.00%	3,435	164
4410	Office Machine Hire & Mtce	2,617	5.00%	2,748	131
4412	Stationery & New Office Equip	1,000		1,000	0
4420	Publicity/Council Publications	1,000		1,000	0
4570	Bar Purchases	16,500		16,500	0
4581	Pool Table Costs	0		0	0
4584	Satellite TV Costs	0		0	0
4585	Loan Repayment	50,452		50,452	0
	The Pavilion: Expenditure	**629,464**		**650,672**	**21,208**
1312	Miscellaneous Income	5,000		5,000	0
1314	Bistro Sales	45,000		45,000	0
1315	Bar Income	35,000		35,000	0
1319	Hire Income	35,000		35,000	0
1320	Refreshment Income	654	5.00%	687	33
1321	Hire of Equipment	327	5.00%	344	16
1341	Pool Table Income	0		0	0
	Concessionary Use	6,000	-100.00%	0	-6,000
	The Pavilion: Income	**126,981**		**121,031**	**-5,951**
221	**Net expenditure/(income)**	**502,482**		**529,642**	**27,159**

240	**Sport & Leisure**	**2026/27 Budget**	**% Adjustment**	**2027/28 Budget**	**£ Variance**
4050	Wages-Eden Lane B/Green	8,030	1.00%	8,110	80
4051	Wages - Eden Lane Rugby	18,132	1.00%	18,313	181
4055	Wages - Lowhills Rd F/Fields	5,181	1.00%	5,232	52
4056	Wages-Helford Rd Cricket Fld	15,542	1.00%	15,697	155
4057	Wages-Helford Rd F/Fields	25,903	1.00%	26,162	259
4059	Cricket Roller Hire	0		0	0
4061	Wages-Helford Road MUGA	5,181	1.00%	5,232	52
4075	Wages-General Open Spaces	165,518	1.00%	167,173	1,655
4300	Equipment & Supplies	4,150		4,150	0
	Sports & Leisure: Expenditure	**247,634**		**250,069**	**2,435**
1501	Eden Lane Bowling Green	749		749	0
1502	Eden Lane Rugby	3,350		3,350	0

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1506	Lowhills Road Football Field	5,994		5,994	0
1507	Helford Road Cricket	2,500		2,500	0
1508	Helford Road Football Field	3,746		3,746	0
1509	Helford Road MUGA	34,054		34,054	0
	Sports & Leisure: Income	**50,393**		**50,393**	**0**
240	**Net expenditure/(income)**	**197,241**	**0.00%**	**199,676**	**2,435**

241	**Hill Rigg House**	**2026/27 Budget**	**% Adjustment**	**2027/28 Budget**	**£ Variance**
4010	Cleaning Wages	1,413	1.00%	1,427	14
4200	Electricity	26,697	5.00%	28,032	1,335
4201	Gas	0		0	0
4202	Water	3,500		3,500	0
4205	Rates	1,100		1,100	0
4209	Trade Refuse Costs	700		700	0
4210	Alarm System & CCTV	1,760		1,760	0
4211	Ins XS/Vandalism	250		250	0
4213	Hygiene Services	100		100	0
4220	Window Cleaning	0		0	0
4240	Miscellaneous Expenditure	500		500	0
4250	Repairs & Decoration	3,000		3,000	0
4400	Telephones	262	5.00%	262	0
	Hill Rigg House: Expenditure	**39,282**		**40,631**	**1,349**
1307	Water Refunds - Surestart				0
1308	Electricity Refund - Surestart		5.00%		0
1319	Hire Income	7,000	-100.00%	0	-7,000
	Hill Rigg House: Income	**7,000**		**0**	**-7,000**
241	**Net expenditure/(income)**	**32,282**		**40,631**	**8,349**

242	**Lowhills Road Bowling Club**	**2026/27 Budget**	**% Adjustment**	**2027/28 Budget**	**£ Variance**
4010	Cleaning Wages	0	1.00%	0	0
4200	Electricity	0	5.00%	0	0
4240	Miscellaneous Expenditure	0		0	0
	Lowhills Road Bowling Club :- Expenditure	**0**		**0**	**0**
	Hire Income	**4,445**		**4,445**	**0**
242	**Net expenditure/(income)**	**-4,445**		**-4,445**	**0**

261	**Eden Lane Community Fac**	**2026/27 Budget**	**% Adjustment**	**2027/28 Budget**	**£ Variance**
4201	Gas	0	5.00%	0	0
4202	Water	0		0	0
4213	Hygiene Services	0		0	0
4250	Repairs & Decoration	0		0	0

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	Eden Lane Community Fac :- Expenditure	**0**		**0**	**0**
1210	Communication Mast Rental	7,000		7,000	0
1310	Gas Refunds - Rugby		5.00%		0
1319	Hire Income	1		1	0
	Eden Lane Community Fac :- Income	**7,001**		**7,001**	**0**
261	**Net expenditure/(income)**	**-7,001**		**-7,001**	

262	**Eden Lane Depot**	**2026/27 Budget**	**% Adjustment**	**2027/28 Budget**	**£ Variance**
4010	Cleaning Wages	7,067	1.00%	7,137	71
4200	Electricity	22,180	5.00%	23,289	1,109
4202	Water	500		500	0
4205	Rates	4,500		4,500	0
4210	Alarm System & CCTV	3,412		3,412	0
4211	Ins XS/Vandalism	250		250	0
4213	Hygiene Services	70		70	0
4230	Furniture	250		250	0
4240	Miscellaneous Expenditure	500		500	0
4250	Repairs & Decoration	1,000		1,000	0
4400	Telephones	750		750	0
4410	Office Machine Hire & Mtce	500		500	0
4006	Building Maint. Contracts			1,000	
4412	Stationery & New Office Equip	1,000		1,000	0
	Eden Lane Depot: Expenditure	**41,978**		**44,158**	**2,180**
262	**Net expenditure/(income)**	**41,978**		**44,158**	**2,180**

263	**Eden Lane Bowling Club**	**2026/27 Budget**	**% Adjustment**	**2027/28 Budget**	**£ Variance**
4010	Cleaning Wages	707	1.00%	714	7
4240	Miscellaneous Expenditure	0		0	0
4250	Repairs & Decoration	1,000		1,000	0
	Eden Lane Bowling Club :- Expenditure	**1,707**		**1,714**	**7**
263	**Net expenditure/(income)**	**1,707**		**1,714**	**7**

280	**Woodhouse Park**	**2026/27 Budget**	**% Adjustment**	**2027/28 Budget**	**£ Variance**
4010	Cleaning Wages	4,947	1.00%	4,996	49
4078	Wages-Woodhouse Park	77,708	1.00%	78,485	777
4200	Electricity	7,001	5.00%	7,351	350
4202	Water	500		500	0
4206	Rent	1,500		1,500	0
4210	Alarm System & CCTV	2,899		2,899	0
4211	Ins XS/Vandalism	250		250	0

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4213	Hygiene Services	70		70	0
4240	Miscellaneous Expenditure	500		500	0
4250	Repairs & Decoration	2,000		2,000	0
4400	Telephones	700		700	0
4006	Building Maint. Contracts			1,000	
	Woodhouse Park: Expenditure	**98,074**		**100,251**	**2,177**
280	**Net expenditure/(income)**	**98,074**		**100,251**	**2,177**

290	**Sports & Wellbeing**	**2026/27 Budget**	**% Adjustment**	**2027/28 Budget**	**£ Variance**
4062	Wages - Sport Development	0	1.00%	0	0
4065	Marketing	1,000		1,000	0
4067	Activities/Events	15,000		15,000	0
4068	Equipment	654	5.00%	687	33
4073	Licences, Membership Ins	523	5.00%	550	26
4174	Clothing & Uniforms	250		250	0
4215	Refreshments	50		50	0
4412	Stationery & New Office Equip	150		150	0
	Sports Development: Expenditure	**17,628**		**17,687**	**59**
1510	Activities Ex Classes & Events	40,250		40,250	0
1511	Funding Grant	10,000		10,000	0
1513	Taste Buddies Funding	1,600		1,600	0
	Sports Buddies funding	0		0	0
	Sports Development: Income	**51,850**		**51,850**	**0**
290	**Net expenditure/(income)**	**-34,222**		**-34,163**	**59**

301	**Parks General**	**2026/27 Budget**	**% Adjustment**	**2027/28 Budget**	**£ Variance**
4000	Salaries, Wages, Superan, NI	65,953	1.00%	66,612	660
4003	Overtime	4,160	1.00%	4,202	42
4071	Wages-Dene Parks	51,805	1.00%	52,323	518
4074	Wages-Misc. None Site Duties	10,361	1.00%	10,465	104
4076	Wages-Play Areas	41,444	1.00%	41,859	414
4084	Yoden Quarry Landscape Works	0		0	0
4174	Clothing & Uniforms	4,675	0.00%	4,675	0
	Grit Bins	1,500		1,500	0
4202	Water	200		200	0
4211	Ins XS/Vandalism	250		250	0
4240	Miscellaneous Expenditure	250		250	0
4300	Equipment & Supplies	6,000		7,000	1,000
4305	Manures, Fertilizers & Seeds	14,395		14,395	0
4310	Bedding Plants, Shrubs & Bed Ma	14,956		12,956	-2,000
4360	Play Equipment-Repairs	4,985		6,500	1,515
4370	Tree Maint, Surveys & Services	6,543		5,000	-1,543
4371	Public Seats & Bins	1,963		1,963	0
4373	Hire of Skips/waste removal	8,244		8,244	0

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4375	Vehicle Leasing	24,750		26,750	2,000
TBC	Contribution to V&M sinking fund	0		0	0
4943	Dene Parks	10,000		10,000	0
	Parks General: Expenditure	**272,434**		**275,143**	**2,709**
1312	**Miscellaneous Income**	**10,000**		**10,000**	**0**
301	**Net expenditure/(income)**	**262,434**		**265,143**	**2,709**

325	**Cemetery & Burials**	**2026/27 Budget**	**% Adjustment**	**2027/28 Budget**	**£ Variance**
4000	Salaries, Wages, Superan, NI	82,888	1.00%	83,717	829
4200	Electricity	2,040	5.00%	2,142	102
4240	Miscellaneous Expenditure	1,246		1,246	0
4300	Equipment & Supplies	1,246		1,246	0
	Cemetery & Burials: Expenditure	**87,421**		**88,351**	**931**
1702	**Burials and Charges**	**34,385**		**34,385**	**0**
325	**Net expenditure/(income)**	**53,036**		**53,966**	**931**

350	**Allotments**	**2026/27 Budget**	**% Adjustment**	**2027/28 Budget**	**£ Variance**
4000	Salaries, Wages, Superan, NI	10,361	1.00%	10,465	104
4200	Electricity	1,758	5.00%	1,846	88
4202	Water	1,000		1,000	0
4211	Ins XS/Vandalism	250		250	0
4240	Miscellaneous Expenditure	5,000		5,000	0
4250	Repairs & Decoration	300		300	0
4300	Equipment & Supplies	2,000		2,000	0
	Allotments: Expenditure	**20,670**		**20,861**	**192**
1754	Allotment Rents & Water	3,968		3,968	**0**
350	**Net expenditure/(income)**	**16,702**		**16,893**	**192**

410	**Town Activities**	**2026/27 Budget**	**% Adjustment**	**2027/28 Budget**	**£ Variance**
4427	Peterlee Community Fund	0		22,000	22,000
4434	Concessionary Use	5,000	-100.00%	0	-5,000
4436	Friends of the Parks Project	0		0	0
4726	Remembrance Parade/Armed	3,000		3,000	0
	Town Activities: Expenditure	**8,000**		**25,000**	17,000
410	**Net expenditure/(income)**	**8,000**		**25,000**	**-17,000**

430	**Town Events**	**2026/27 Budget**	**% Adjustment**	**2027/28 Budget**	**£ Variance**
4733	Garden Competition	1,500		0	-1,500
4740	Fireworks Display	0		0	0
4742	Xmas Tree Lighting Event	0		0	0
4751	Senior Citizens	0		0	0

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4756	Summer Events	18,000	360.00%	82,800	64,800
4757	Children's Pantomime	0		0	0
	Peterlee Music Fest	0		0	0
	Emergency Services Day	0		0	0
	Small Events Grants	1,500		0	-1,500
	Best dressed Halloween	0		0	0
	unallocated (to be agreed)	12,780	-100.00%	0	-12,780
	Town Events: Expenditure	**33,780**		**82,800**	49,020
	Peterlee Music Fest	0		0	0
1854	Circus income	700	-100.00%	0	-700
	Nobles income	500	-100.00%	0	-500
	unallocated (to be agreed)	0		0	0
	Town Events: Income	**1,200**		**0**	**-1,200**
430	**Net expenditure/(income)**	**32,580**		**82,800**	50,220

901	**Capital Projects**	**2026/27 Budget**	**% Adjustment**	**2027/28 Budget**	**£ Variance**
4912	New Vehicles (Earmarked Reserve)	34,000		34,000	0
4913	Capitalised Maint - Facilities (Earmarked Reserves)	30,000		30,000	0
4920	Consultants Fees	15,000	-65.00%	5,250	-9,750
4925	Emergency Works	5,000		5,000	0
4940	Helford Road MUGA (Earmarked Reserve)	6,000		6,000	0
TBC	Play Area Strategy (Earmarked Reserve)	25,000		25,000	0
TBC	Eden Lane Tennis Courts (Earmarked Reserve)	2,400		2,400	0
4943	Dene Parks	5,000		5,000	0
4955	Play Equipment	8,000		8,000	0
TBC	Cemetery (Earmarked Reserve)	25,000		25,000	0
	Eden Lane MUGA/Skate	0		0	0
	Pitch Power	7,000		7,000	0
	Capital Projects: Expenditure	**162,400**		**152,650**	**-9,750**
1980	Disposal of Assets	0		0	0
	s106 funding				0
	Capital Projects: Income	**0**		**0**	**0**
901	**Net expenditure/(income)**	**162,400**		**152,650**	**-9,750**

		2026/27 Budget	**% Adjustment**	**2027/28 Budget**	**£ Variance**
	Total Expenditure	2,439,013		2,563,335	124,322
	Total Income (excluding Precept)	297,224		283,073	-14,151
	Precept	2,141,789		2,280,262	138,473
	Net Expenditure/(income)	**0**		**0**	**0**

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Appendix 2: Implications

Area	Implication
Finance:	The first draft budget identifies gross expenditure of £2,563,335 and anticipated income of £283,073, resulting in a proposed precept requirement of £2,280,262. This represents a 6.47% increase in the precept compared with 2026/27. The final financial implications will depend on Members' decisions regarding expenditure, income and any proposed use of reserves.
Staffing:	The draft budget includes provision for a 4% employee pay award for 2027/28. However, following the incorporation of reduced employer pension contribution rates, which were not reflected in the 2026/27 budget, the overall staffing budget shows an increase of approximately 1%. This ensures appropriate provision for anticipated pay increases while reflecting the Council's revised employment costs.
Risk:	Financial risks include inflation, employee pay awards exceeding the budgeted provision, increasing operational costs, reduced income and unforeseen expenditure. These risks will be managed through prudent budget setting, appropriate reserve levels and regular financial monitoring.
Equality and Diversity, Cohesion and Integration:	No direct implications
Crime and Disorder:	No direct implications
Consultation & Communication:	Members have been consulted through the budget-setting workshops held during, October and November 2026. Further consultation with Members will take place through the formal budget-setting process before the final budget and precept are approved.
Procurement:	No direct implications
Legal:	The Council is required to determine its annual budget and calculate its precept in accordance with the Local Government Finance Act 1992, as amended. In setting its budget, the Council must ensure that expenditure is supported by appropriate statutory powers and that due regard is given to its financial responsibilities.

Report to: Peterlee Town Council:

Date: 16th November 2026

Report of: Ian Hall, Chief Officer & Town Clerk

Subject: **Peterlee Community Fund Applications**

Report Purpose: The purpose of this report is to present a new application received under the Peterlee Community Fund from the 2nd Peterlee Scout Group and to reconsider the previously deferred application from Durham Coast Youth FC, following receipt of additional information requested by Members.

The report also provides clarification regarding the proposed installation of ball-stop nets at Lowhills Road Playing Fields, the Council's previous rotation of the football pitch, and the potential maintenance and environmental implications associated with the adjoining dene.

Members are also requested to consider whether permission should be granted for the Town Council to install the ground sockets required to support the proposed ball-stop nets.

Background: The Peterlee Community Fund provides individual Members with an allocation of £1,000 to support eligible community projects and organisations benefiting residents of Peterlee.

The current Community Fund record confirms that £18,370 remains available within the 2026/27 budget.

At the Council meeting held on 5 October 2026, Members considered an application from Durham Coast Youth FC for funding towards socketed ball-stop nets.

Members raised concerns regarding the proposed installation of equipment on Town Council land, including the dimensions of the nets, their storage arrangements and whether permission had been obtained for their installation.

It was subsequently resolved under Minute C.87/26 that consideration of the application be deferred to a future meeting to allow further information to be obtained.

The applicant has now provided clarification addressing the matters raised by Members.

A further application has also been received from the 2nd Peterlee Scout Group for improvements to its kitchen facilities.

Both applications are presented for Members' consideration.

Details:

1. Durham Coast Youth FC – Socketed Ball-Stop Nets (Deferred Application)
Ward: Acre Rigg
Amount requested: £600
Total project cost stated: £800
Match funding identified: £100
Number of beneficiaries: Approximately 40
Volunteer hours: 45

Durham Coast Youth FC has applied for £600 towards the purchase of socketed ball-stop nets for use at Lowhills Road Playing Fields.

The Club explains that footballs regularly travel beyond the playing area into the adjoining dene and surrounding vegetation, resulting in children and volunteers having to retrieve them.

The applicant has highlighted concerns regarding children entering overgrown areas, where there is a risk of scratches, trips and falls. The Club also reports that footballs are regularly lost or damaged, creating additional replacement costs and disruption to training and matches.

The proposed nets are intended to prevent footballs leaving the playing area, improve safety and reduce the need for children and volunteers to enter the adjoining vegetation.

Correction to Previous Report

Members are advised that the previous report presented to Council on 5th October 2026 incorrectly identified Helford Road Playing Fields as the proposed location for the ball-stop nets.

This was an administrative error by Officers.
The correct location is Lowhills Road Playing Fields, as subsequently confirmed by the applicant.

Previous Pitch Rotation
Members should also be aware that Peterlee Town Council previously rotated the football pitch at Lowhills Road as part of its management of the playing field.

The revised pitch orientation may have contributed to the increased number of footballs travelling beyond the playing area and into the adjoining dene.

Although the pitch rotation was undertaken as part of the Council's management of its recreational facilities, it is important that Members are aware that the difficulties now being experienced by the Club may, at least in part, have arisen following changes made by the Town Council.

The proposed ball-stop nets would therefore provide a practical solution to an issue that may have been influenced by the Council's previous pitch arrangements.

Additional Information Received
Following the Council's decision to defer the application, the applicant, Gary Longstaff, has provided the following clarification:

- Location: The nets would be installed at Lowhills Road Playing Fields.
- Initial setup: The initial erection of the nets would be undertaken by the applicant and two coaches from Peterlee Helford/East Durham, with whom the Club shares the pitch.
- Matchday arrangements: Durham Coast Youth FC would be responsible for erecting and removing the nets on matchdays.
- Storage: The nets would be stored in the Scout Hut adjacent to Acre Rigg Club, within an area protected by secure fencing.
- Access: The applicant advises that a meeting has taken place with the Council's Neighbourhood Services Manager, Wayne Harriman, who indicated that storage could be accommodated and a key provided.
- Ground sockets: The Club is seeking permission for Peterlee Town Council to install the ground sockets required to secure the nets.

The Council's Neighbourhood Services Manager has confirmed that the proposed sockets would be installed flush with the surrounding ground level, ensuring that they do not protrude above the playing surface when the nets are removed.

This would minimise potential trip hazards for other users of the playing field and allow the Council to continue its normal grass-cutting and grounds maintenance operations without obstruction.

The applicant is therefore seeking two separate decisions from Members:

1. Financial support of £600 from the Peterlee Community Fund towards the purchase of the ball-stop nets.
2. Permission for Peterlee Town Council to undertake the installation of the ground sockets at Lowhills Road Playing Fields.

The original application identified an estimated cost of £200 for the Council to install the sockets. This remains an estimated figure and would need to be confirmed before any works commence.

Any installation would be undertaken subject to appropriate checks regarding the location of underground services, the suitability of the proposed socket positions and the safety of the completed installation.

Arrangements would also need to be agreed regarding responsibility for the ongoing inspection, maintenance, erection and removal of the nets.

Grounds Maintenance Considerations

An alternative to installing ball-stop nets would be for the Council to undertake more frequent maintenance of the adjoining vegetation to improve access for retrieving footballs.

To maintain the area in a condition that would allow footballs to be retrieved more easily, it is anticipated that the vegetation would require strimming approximately once every fortnight during the football season, subject to seasonal growth and ground conditions.

This would introduce an additional recurring maintenance requirement for the Council's Neighbourhood Services Team.

The work would need to be incorporated into the existing grounds maintenance programme and would place additional demands on staffing and resources, particularly during periods when the Team is already undertaking scheduled grass cutting, grounds maintenance and other operational duties.

There would also be ongoing costs associated with staff time, fuel, equipment use and maintenance.

By comparison, the proposed ball-stop nets could provide a longer-term solution by preventing footballs from entering the dene and reducing the need for additional vegetation clearance specifically for football retrieval.

2. 2nd Peterlee Scout Group – Kitchen Refurbishment
Ward: Eden Hill
Amount requested: £1,000
Total project cost: £2,000
Match funding: £1,000
Volunteer hours**:** Approximately 10

The 2nd Peterlee Scout Group has submitted an application for £1,000 towards improvements to the kitchen facilities at its Scout Hut on Eden Lane, Peterlee.

The Group explains that its premises are located on Durham County Council land and that it owns and maintains the Scout Hut.

The Group currently provides activities for approximately 40 children across three sections:

- Beavers, aged 6–8 years.
- Cubs, aged 8–10½ years.
- Scouts, aged 10½–14 years.

The kitchen is regularly used as part of the Group's activities, particularly for cooking sessions linked to badge work and the development of practical life skills.

The Group also invites families to attend activities involving the preparation and sampling of food.

The applicant advises that the existing cooker is no longer operating satisfactorily, with the rings failing to heat properly and the oven unable to reach its full operating capacity.

The Group is therefore seeking funding towards upgrading the kitchen facilities to allow children to continue participating in cooking activities safely and effectively.

The improvements would support the delivery of the Group's educational programme, enabling children to develop confidence, independence and practical cooking skills.

The application identifies an overall project cost of £2,000, with £1,000 to be provided through match funding.

Photographs of the existing kitchen facilities have been submitted in support of the application.

The application seeks to improve facilities used by a local youth organisation providing activities for children from Peterlee and surrounding areas.

The proposed improvements would support the continued delivery of practical educational activities and provide longer-term benefits for the children attending the Group.

Members are invited to consider whether they wish to support the application from their individual Community Fund allocations.

The current Community Fund balances for 2026/27 are as follows:

Ward	Remaining allocation
Acre Rigg	£3,385
Howletch	£3,977
Passfield	£4,977
Dene House	£2,954
Eden Hill	£3,077
Total remaining	£18,370

The applications presented for consideration are:

Applicant	Ward	Amount requested
Durham Coast Youth FC	Passfield	£600
2nd Peterlee Scout Group	Eden Hill	£1,000
Total		£1,600

There is sufficient funding within the relevant Ward allocations to meet both applications in full, should Members wish to support them.
If both applications were approved in full, the overall Community Fund balance would reduce from £18,370 to £16,770.

Individual Members would need to determine whether they wish to contribute from their respective remaining allocations and, where an application is supported, the amount each Member wishes to contribute.

Members should also note that the Durham Coast Youth FC application identifies an assumed additional cost of £200 associated with the installation of ground sockets.

This is separate from the £600 grant requested and would require Members to determine whether the Council should undertake the installation and meet the associated cost.

Recommendation: Members are requested to:

1. Consider and determine whether to award £600 to Durham Coast Youth FC towards the purchase of ball-stop nets.
2. Consider and determine whether to approve the installation of ground sockets at Lowhills Road Playing Fields by the Town Council, including the associated costs.
3. Consider and determine whether to award £1,000 to the 2nd Peterlee Scout Group towards improvements to its kitchen facilities.

Appendix 1: Implications

Area	**Implication**
Finance:	The Council's Community Fund 2026/27 has a remaining balance of £18,370. The two applications presented total £1,600. Sufficient funding is available within the relevant Ward allocations, subject to Members determining their individual contributions. Durham Coast Youth FC is also seeking permission for the Town Council to install ground sockets, with an estimated installation cost of £200. Any expenditure incurred directly by the Council would require appropriate budget provision and authorisation. Regular strimming as an alternative would create ongoing operational costs.
Staffing:	Installation of the ground sockets would require involvement from the Neighbourhood Services Team. The sockets would be installed flush with the playing surface, allowing normal grounds maintenance to continue. Regular strimming of the adjoining vegetation, approximately once every fortnight during the football season, would place additional demands on the Team.
Risk:	Footballs entering the adjoining dene create potential risks to children and volunteers retrieving them from overgrown and uneven ground. The proposed nets could reduce these risks. The Neighbourhood Services Manager has confirmed that the sockets would sit flush with the surrounding ground level, minimising potential trip hazards when the nets are removed. Appropriate installation, inspection and maintenance arrangements would still be required.
Equality and Diversity, Cohesion and Integration:	Both applications seek to support activities for children and young people. Funding decisions should be made fairly and consistently in accordance with the Community Fund criteria.
Crime and Disorder:	No direct implications
Consultation & Communication:	No direct implications
Procurement:	No direct implications

Legal:	Any grant awarded must comply with the Council's Community Fund terms and conditions and be supported by an appropriate statutory power. The installation of permanent ground sockets on Council-owned land would require the Council's consent as landowner. Responsibility for installation, maintenance, inspection and liability should be clearly established.
Data Protection:	Applicant information will be processed in accordance with the Council's data protection requirements. Personal contact details and banking information should not be included in publicly available reports.

	PCF Fund 2026/27		
	Name	**Available**	**Go to Page…**
Acre Rigg Ward	Pauline Brown	**£677.00**	Open
	Dennis Burrell	**£677.00**	Open
	Irene Pygall	**£677.00**	Open
	Sheila Simpson	**£677.00**	Open
	Diane Wright	**£677.00**	Open
Howletch Ward	Mary-Lynn Franklin	**£1,000.00**	Open
	Steven Franklin	**£977.00**	Open
	Rob Moore	**£1,000.00**	Open
	Brenda Reddington	**£1,000.00**	Open
Passfield Ward	June Black	**£1,000.00**	Open
	Karen Hawley	**£1,000.00**	Open
	David Hawley	**£1,000.00**	Open
	Helen Pygall	**£977.00**	Open
	Emily Sanders	**£1,000.00**	Open
Dene House Ward	Paul Cartwright	**£750.00**	Open
	Bobby Fishwick	**£727.00**	Open
	Audrey Laing	**£750.00**	Open
	Darren Meadows	**£727.00**	Open
Eden Hill Ward	Mary Cartwright	**£527.00**	Open
	Diane Howarth	**£1,000.00**	Open
	Louise Sanders	**£1,000.00**	Open
	Martin Sanderson	**£550.00**	Open
	SPARE		Open
	Budget per member	£1,000.00	
	Total Budget Remaining	**£18,370.00**	

Acre Rigg Ward Remaining Spend
£3,385

Howletch Ward Remaining Spend
£3,977

Passfield Ward Remaining Spend
£4,977

Dene House Ward Remaining Spend
£2,954

Eden Hill Ward Remaining Spend
£3,077

Report to: Peterlee Town Council:

Date: 16th November 2026

Report of: Ian Hall, Chief Officer & Town Clerk

Subject: **Peterlee History Group Request for Financial Support**

Report Purpose: The purpose of this report is to present correspondence received from Peterlee History Group requesting a financial contribution towards the production of a documentary exploring the history and development of Peterlee New Town.

Background: The Council has received a letter from Mr Fred Felton, Secretary of Peterlee History Group, outlining the work undertaken by the recently established community organisation and its plans to produce a documentary recording the history of Peterlee.

Details: The proposed documentary aims to capture the memories and experiences of residents who witnessed the creation and development of Peterlee New Town, preserving these accounts for future generations.

The Group has advised that the estimated cost of the project is approximately £20,000 and that an application for £14,900 has been submitted to the National Lottery Heritage Fund.

To support the project, Peterlee History Group is requesting that the Town Council consider making a financial contribution of up to £2,000.

A copy of the correspondence is attached to this report for Members' information and consideration appendix 2.

Recommendation: That Members:

- Note the correspondence received from Peterlee History Group.
- Consider and determine the request for a financial contribution of up to £2,000 towards the proposed documentary project.

Appendix 1: Implications

Area	**Implication**
Finance:	Peterlee History Group has requested a financial contribution of up to £2,000. Should Members approve the request, an appropriate budget or funding source would need to be identified
Staffing:	No direct implications.
Risk:	The proposed project is dependent upon securing external funding. Any contribution approved by the Council could be subject to appropriate conditions to ensure the funding is used for its intended purpose.
Equality and Diversity, Cohesion and Integration:	No direct implications
Crime and Disorder:	No direct implications
Consultation & Communication:	No direct implications
Procurement:	No direct implications
Legal:	Any financial contribution approved by the Council would need to be made under an appropriate statutory power, such as Section 137 of the Local Government Act 1972, where applicable, and in accordance with the Council's Financial Regulations. The Council must be satisfied that the expenditure is lawful and provides a direct benefit to the local community.

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https://www.facebook.com/

To Whom it May Concern

I am writing on behalf of the Peterlee History Group, a recently established community organisation dedicated to preserving, recording and promoting the history of Peterlee and its people.

The group was originally suggested by Durham County Council's Peterlee '75 Team in 2023 as a means of capturing, sharing and celebrating the town's unique heritage. Since then, a small but committed team of local residents has worked diligently to establish the organisation on a firm footing and ensure that it operates responsibly and sustainably.
Over the past two years we have:

Adopted a formal Constitution;
Elected a management committee;
Opened a dedicated bank account;
Arranged public liability insurance;
Established a website and social media presence;
Joined a support organisation that provides guidance and advice to community groups such as ours.

We have also been fortunate to receive valuable in-kind support from local organisations. Peterlee Library has kindly provided meeting space free of charge for our committee meetings, while Peterlee Leisure Centre has generously allocated five free public meeting sessions, enabling us to begin engaging with residents and building wider community involvement.

These early activities have demonstrated both the enthusiasm within the community for local history and the importance of safeguarding Peterlee's story for future generations and we are now preparing what we believe will be our most significant contribution to date: the production of a professionally made documentary exploring the creation, growth and development of Peterlee New Town.

This project will provide a unique opportunity to record the memories, experiences and recollections of residents who witnessed Peterlee's development first-hand. Many of those pioneers who helped shape the town are now advancing in years, making this a particularly timely project. Unless these stories are captured now, a valuable part of Peterlee's social history risks being lost forever.

The documentary will create a lasting historical record for the benefit of schools, community organisations, researchers, local families and future generations of Peterlee residents. It will celebrate the town's achievements, document its challenges and preserve the voices of those who lived through its remarkable transformation from a post-war New Town into the thriving community we know today.

The total cost of delivering the project is approximately £20,000. We have submitted an application to the National Lottery Heritage Fund for £14,900, supported by a number of strong letters of endorsement from individuals and organisations who recognise the project's value and potential impact.

However, experience suggests that funding applications are strengthened when they demonstrate broad community support and a commitment from multiple funding partners. Consequently, we are seeking contributions from organisations that share our commitment to celebrating and preserving Peterlee's heritage.

With this in mind, we would be grateful if Peterlee Town Council would consider supporting the project through a financial contribution of up to £2000. Any assistance the Council is able to provide would not only help towards the practical delivery of the documentary but would also send a powerful message that Peterlee's history and heritage are valued by its elected representatives. Furthermore, Council support would significantly strengthen our application to external funding bodies and improve the likelihood of securing the remaining funds required to bring this important project to fruition.

This documentary represents a rare opportunity to preserve memories and experiences that cannot be replaced once lost. With the Council's support, we can ensure that Peterlee's story is recorded, celebrated and made accessible for generations to come.

I would be delighted to provide further information about the project, including our proposed programme of work and expected community outcomes, and would welcome the opportunity to discuss the proposal with you in more detail.

Thank you for your consideration. I look forward to hearing from you.

Yours sincerely
Fred Felton
Secretary
Peterlee History Group

Report to: Peterlee Town Council

Date: 16th November 2026

Report of: Wayne Harriman, Neighbourhood Services Manager

Subject: **Replacement and disposal of existing John Deere 3038 tractor and Lewis backhoe**

Report Purpose: To seek Members' consideration of replacing the John Deere 3038 tractor and Lewis backhoe currently used by the Cemetery service, including the proposed funding and disposal of the existing equipment.

Background: The John Deere 3038 and Lewis backhoe have been in service since 2018. The equipment is used primarily for grave excavation, towing trailers, maintenance, emergency winter response and access to rural areas.

Details: The equipment has experienced increasing maintenance requirements, higher operating costs and reduced reliability. Downtime can affect the timely delivery of burial services.

Current Vehicle Assessment

Item	Assessment
Equipment	John Deere 3038 tractor and Lewis backhoe
Age	Approximately 8 years
Condition	Fair
Estimated resale value	£10,000–£12,500
Maintenance	Increasing frequency of repairs and servicing
Operational impact	Reliability concerns, disruption to burial's

Continued use may result in further repair costs, reduced resale value and disruption to essential services. Supporting maintenance records and the basis for the valuation have not been provided with this report.

Need for Replacement
Reliable equipment is important to the safe and efficient delivery of cemetery and wider Neighbourhood Services operations.

Replacement is expected to improve operational reliability and safety and may reduce maintenance expenditure, although quantified savings have not yet been provided.

Cost of Replacement
Three quotations have been obtained. The figures below reproduce the amounts supplied, with the purchase price treated as VAT-inclusive because the quoted VAT and net figures broadly reconcile on that basis. The quotations and specification should be checked before an award is made.

Company	Purchase price	VAT	Net cost	Trade in value
A	£52.644	£8.774	£43.870	£12.500
B	£46.927	£7.821	£39.105	£0
C	£53.724	£9.004	£44.770	£0

Budget
The earmarked reserve for new vehicles has a reported balance of £63,268.00. The replacement is proposed to be funded from this reserve. Based on the quoted purchase prices inclusive of VAT, the balance would cover each of the three options before allowing for any trade-in proceeds or VAT recovery. The indicative balance remaining would be £10,624.00 for Supplier A, £16,341.00 for Supplier B or £9,544.00 for Supplier C.

Environmental and Safety Considerations
Newer equipment may offer improved safety features, fuel efficiency and emissions performance. These benefits should be confirmed against the actual models quoted, and appropriate operator training and risk assessments should be maintained.

There is an operational case for replacing the existing equipment, particularly given its role in cemetery services. However, the final procurement decision should be supported by a verified like-for-like quotation comparison, confirmed disposal arrangements and confirmation of available funding.

Recommendation: Members are requested to:

1. Approve the replacement of the existing John Deere 3038 tractor and Lewis backhoe.

2. Approve the appointment of the preferred supplier following evaluation of the three quotations, subject to confirmation of a like-for-like specification, final cost and compliance with the Council's Financial Regulations.

3. Approve the disposal of the existing equipment by trade-in or separate sale, whichever offers best value and complies with

applicable disposal requirements.

4. Approve funding for the replacement from the earmarked new vehicles reserve, with a reported balance of £63,268.00.

Appendix 1: Implications

Area	**Implication**
Finance:	The earmarked new vehicles reserve balance is £63,268.00. The quoted gross purchase prices are within this balance, leaving an indicative £10,624.00 (A), £16,341.00 (B) or £9,544.00 (C), before trade-in or sale proceeds and any VAT recovery. The RFO should verify existing commitments, actual reserve availability and the final funding requirement before purchase.

Staffing:	No direct implications.
Risk:	Continued use presents reliability and service-disruption risks. Replacement introduces procurement, delivery and financial risks, to be managed through checks and appropriate controls.
Equality and Diversity, Cohesion and Integration:	No direct implications
Crime and Disorder:	No direct implications
Consultation & Communication:	No direct implications
Procurement:	Three quotations have been reported. Compliance with Financial Regulations, like-for-like specifications, evaluation and appropriate approval must be evidenced before award.
Legal:	Purchase and disposal should comply with applicable contractual requirements, the Council's powers, Financial Regulations and asset-disposal procedures.

Report to: Peterlee Town Council:

Date: 16th November 2026

Report of: Ian Hall, Chief Officer & Town Clerk

Subject: **2026/27 financial year second quarter budget summary report**

Report Purpose: To provide the Council with a budget summary report to the end of the first quarter of the 2026/27 financial year, in line with the Council's Financial Regulations.

Background: This budget report is intended to satisfy the requirement of s5.8 of the Council's Financial Regulations to provide Council with a report on income and expenditure against the Council's budget heads on a quarterly basis.

The working process that enables this report is as follows:

- End of Quarter budget report produced and circulated to Budget holders by Finance Team;
- Variance report produced and discussed with each budget holder;
- Report to Council for discussion and approval.

This report represents the Council's position at the end of the second quarter of the 2026/27 Financial Year, i.e. as at 30th September 2026.

Q2 Summary: The 2026/27 quarter 2 overall budget outturn per budget head is provided in Appendix 1 to this report.

Key issues to bring to Members attention include:

Energy costs continue to remain a significant operational expenditure for the Council; however, quarter 2 expenditure has reduced again compared with the previous financial year. A comparison of quarter 2 utility expenditure is provided below:

Financial Year	Electricity	Gas	Total
2024/25 Q2	£45,628	£9,665	£55,293
2025/26 Q2	£27,750	£7,474	£35,224
2026/27 Q2	£21,930	£5,766	£27,696

Electricity and gas expenditure to the end of quarter 2 totals £27,696, comprising electricity of £21,930 and gas of £5,766. This represents a reduction of £7,528 (21%) compared with £35,224 for the same period in 2025/26, and a reduction of £27,597 (50%) compared with 2024/25. Expenditure has therefore continued to reduce across the three financial years. Members should note that utility costs can be affected by the timing of invoices and seasonal consumption.

The Pavilion has continued to operate broadly within its phased net budget during the first six months. Net expenditure before transfers from earmarked reserves was £239,935 against a phased budget of £245,590. Income of £96,138 was £12,522 above the phased income budget. There remain individual expenditure pressures, including lift maintenance, repairs and decoration, casual bar wages and activities/events expenditure.

Neighbourhood Services and open-space budgets remain generally below the phased budget at quarter 2. Sport & Leisure net expenditure was £72,582 against a phased budget of £93,799, while Parks General net expenditure was £115,228 against a phased budget of £131,695. As in previous years, expenditure is expected to increase during the remaining financial year in line with seasonal grounds maintenance activity. Individual expenditure headings will continue to be monitored.

The Council's overall operational financial position at quarter 2 remains stable. The detailed report records total expenditure of £1,128,753 against a phased budget of £1,334,191. Precept income received to date materially affects the headline income position. Earmarked reserve movements are set out below and are accounted for separately from the service net expenditure figures.

Earmarked reserves – actual Q2 movements

The detailed phased budget report identifies £9,091 transferred from earmarked reserves for Pavilion expenditure (£7,723 Bistro Redevelopment, £1,188 Fun & Food Activities and £180 Taste Buddies Expenditure). Sport & Leisure shows £5,700 transferred from earmarked reserves (£1,400 Pitch Power Helford and £4,300 Pitch Power Lowhills). Total actual transfers from earmarked reserves for these services were £14,791.

Sport & Leisure also records £17,866 transferred to earmarked reserves in respect of Pitch Power funding (£2,400 Helford and £15,466 Lowhills). The net movement from these identifiable service transactions is therefore £3,075 into earmarked reserves (£17,866 in less £14,791 out).

Separately, cost centre 950 lists £136,400 of budgeted earmarked reserve provisions across eight headings, including vehicles (£34,000), facilities maintenance (£30,000), cemetery sinking fund (£25,000) and play areas (£25,000). The detailed report shows no

expenditure against these provisions at Q2 and an offsetting £136,400 transfer-from-EMR presentation entry. This should not be described as an additional £136,400 of cash drawn down from reserves without confirmation from Finance.

For completeness, the accounting report grand total displays “plus Transfer from EMR” of -£121,609, “less Transfer to EMR” of £17,866 and movement to general reserve of £1,054,492. The -£121,609 reflects the £14,791 service drawdowns netted against the £136,400 cost-centre-950 accounting entry; it is not itself a standalone cash withdrawal. Finance should confirm the actual earmarked reserve balances and posting treatment before any statement of closing reserve balances is made.

Q2 variances

A number of individual budget heads have variances in excess of the ‘material’ 15% limit prescribed in the Financial Regulations. Summary explanations for these material variances are provided in Appendix 2 to this report.

Recommendation: That Members consider and note the financial position at 30 September 2026, including material budget variances and the movements in earmarked reserves detailed in this report.

Appendix 1: 2026/27 quarter 2 variance table by budget heads

N.B. Members' attention is drawn in particular to columns F and H which provide the pro rata (i.e. quarter 2 position) variances.

* The detailed phased report records the precept when received but does not show the corresponding annual/phased income budget against cost centre 105. This cost centre is therefore excluded from the percentage variance assessment.

A: Code	B: Budget Head	C: 2026/27 Budget	D: Q2 budget	E: Q2 Actual	F: Q2 Variance	G: % of Budget	H: pro rata variance %
101	Central & Civic HQ Costs	£713,151	£398,449	£370,743	£27,706	52%	7%
102	Democratic Costs	£31,500	£16,500	£13,266	£3,234	42%	20%
103	Corporate Management	£26,391	£13,296	£14,426	-£1,130	55%	-8%
105	Other Costs and Income	£500*	£250*	-£2,141,789	n/a	n/a	n/a
221	The Pavilion Sports & Community Centre	£468,261	£245,590	£239,935	£5,655	51%	2%
240	Sport & Leisure (pitches & equipment, etc)	£197,242	£93,799	£72,582	£21,217	37%	23%
241	Hill Rigg House	£32,282	£20,864	£11,188	£9,676	35%	46%
242	Lowhills Road Bowling Club	-£4,445	-£2,222	-£2,223	£1	50%	0%
261	Eden Lane Community Facility	-£7,001	-£7,000	-£6,083	-£917	100%	-13%
262	Eden Lane Depot	£41,978	£22,890	£17,216	£5,674	41%	25%
263	Eden Lane Bowling Club	£1,707	£854	£1,725	-£871	102%	-102%
280	Woodhouse Park	£98,075	£50,359	£42,573	£7,786	43%	15%
290	Sports Development	£0	£0	£0	£0	n/a	n/a
301	Parks General	£262,434	£131,695	£115,228	£16,467	44%	13%
325	Cemetery & Burials	£53,035	£26,520	£26,046	£474	49%	2%
350	Allotments	£16,701	£6,234	£825	£5,409	5%	87%
410	Town Activities	£8,000	£2,500	£2,781	-£281	100%	-11%
430	Town Events	£32,580	£23,000	£22,537	£463	69%	2%
901	Capital Projects	£33,000	£5,200	£5,055	£145	15%	3%

Appendix 2: material (>15%) variances for quarter 2 by budget head
NB: positive variances indicate a favourable position against the phased budget (lower net expenditure or higher net income); negative variances indicate an adverse position.

A: Code	B: Budget Head	G: pro rata variance %	H: variance £	Explanation
102	Democratic Costs	20%	£3,234	Councillor training expenditure is ahead of the phased budget at quarter 2, partly offset by lower participation allowance expenditure.
240	Sport & Leisure	23%	£21,217	Staffing below phase across sports pitches/open spaces; Pitch Power receipts and transfers also affect the position.
241	Hill Rigg House	46%	£9,676	Electricity expenditure below phase, partly offset by repairs and other property costs; rental income ceased.
262	Eden Lane Depot	25%	£5,674	Electricity below phase, offset by depot repairs and cleaning.
263	Eden Lane Bowling Club	-102%	-£871	Repairs and decoration expenditure of is significantly ahead of the phased quarter 2 budget.
280	Woodhouse Park	15%	£7,786	Staff wages and electricity below phase.
350	Allotments	87%	£5,409	Allotment rents received ahead of phase and expenditure below phase.

Appendix 3: Implications

Area	**Implication**
Finance:	This report provides Members with the Council's financial position at the end of quarter 2 of the 2026/27 financial year. Overall expenditure remains within the phased budget at this stage of the year. Individual budget variances will continue to be monitored by Officers and reported to Members through the Council's quarterly budget monitoring arrangements. Identified service-level earmarked reserve movements comprise £14,791 transferred from reserves and £17,866 transferred to reserves, a net £3,075 transfer into earmarked reserves. The £136,400 cost-centre-950 accounting presentation requires confirmation by Finance and is not treated here as an additional actual cash drawdown.
Staffing:	No direct implications.
Risk:	Regular budget monitoring reduces the risk of significant overspends or income shortfalls remaining unidentified. Material variances will continue to be reviewed with budget holders so that any emerging financial pressures can be identified and managed at an early stage.
Equality and Diversity, Cohesion and Integration:	No direct implications
Crime and Disorder:	No direct implications
Consultation & Communication:	This report forms part of the Council's regular and transparent financial reporting arrangements. Budget information is reviewed with relevant budget holders and reported to Council on a quarterly basis.
Procurement:	No direct implications
Legal:	The quarterly budget monitoring process supports the Council's compliance with its Financial Regulations and its responsibilities for proper financial administration and governance.

Report to: Peterlee Town Council:

Date: 16th November 2026

Report of: Ian Hall, Chief Officer & Town Clerk

Subject: **Unauthorised Events and Commercial Activities on Town Council Land**

Report Purpose: The purpose of this report is to bring to Members' attention concerns regarding the unauthorised use of Town Council-owned land for organised events, activities and commercial trading, and to seek Members' consideration of how such activities should be managed in the future.

Background: Peterlee Town Council owns and manages a number of public open spaces, recreational areas and associated car parks throughout the town. These facilities are maintained for the benefit of residents, community groups and legitimate users.

The Council recognises the importance of supporting community events, recreational activities and local initiatives that benefit the town. However, it is essential that appropriate arrangements are in place to ensure that activities taking place on Council land are properly authorised, adequately insured and managed safely.

Concerns have arisen regarding the use of several Council-owned sites for organised activities and commercial trading without prior permission being obtained from the Town Council.

The sites and activities brought to the Council's attention include:

- Helford Road Car Park and Playing Fields: Use of the car park and surrounding fields for organised events and activities without prior authorisation from the Town Council.
- Lowhills Road Playing Fields and Car Park: Use of the playing fields and associated parking areas for events and activities without the Council's prior agreement.
- Eden Lane Car Park: Use of the car park for organised activities without permission from the Council.
- Lowhills Road Bowling Green Car Park: The operation of a burger van from the car park without prior authorisation from the Town Council.
- Football Festival: The presence of a coffee van operating on a football pitch during a football festival without the Council's prior approval.

Whilst some of these activities may have been organised with positive intentions and may provide benefits to the community, the use of Council-owned land without appropriate permission raises a number of concerns.

Officers have been working on the development of an Outdoor Events Policy to establish a clear and consistent approach to the management of organised events on Town Council-owned land.

The draft Outdoor Events Policy (Version 3, October 2026) is scheduled to be considered by the Governance and Performance Committee on 12th November 2026, ahead of the Full Council meeting on 16th November 2026.

At the time of writing this report, the policy has not been formally approved.

The draft policy sets out requirements for event organisers, including obtaining permission to use Council land, submitting event applications, providing risk assessments and appropriate insurance, and ensuring compliance with relevant licensing, health and safety and environmental requirements.

The recent instances of unauthorised events and commercial activities on Council land highlight the importance of having clear procedures in place.

In particular, consideration needs to be given to the operation of mobile catering vehicles, including those attending sporting events organised by third parties, and whether separate permission and appropriate charges should apply.

The outcome of the Governance and Performance Committee's consideration of the draft policy on 12th November 2026 can be reported verbally to Full Council, where necessary, to inform Members' consideration of this report.

Details:

The Council has a responsibility to ensure that its land and facilities are managed appropriately and that any activities taking place do not create unnecessary risks, liabilities or disruption.

Where events are organised without the Council's knowledge or consent, Officers are unable to assess whether appropriate arrangements have been made in relation to public safety, insurance, access, parking, waste management and the protection of Council assets.

Organised events may attract significant numbers of visitors and vehicles, potentially creating issues relating to traffic management, emergency vehicle access, parking capacity and damage to grassed areas or other infrastructure.

There are also concerns regarding commercial trading on Council land.

The operation of burger vans, coffee vans and other commercial businesses without prior authorisation raises questions regarding the appropriate use of public assets and whether such activities should be subject to formal permission, licence agreements and applicable charges.

In particular, commercial vehicles operating on playing fields may cause damage to the playing surface, particularly during periods of wet weather, resulting in additional maintenance costs and potential disruption to sporting activities.

There is also a need to ensure that any commercial activity complies with relevant licensing, food safety and other statutory requirements.

The Town Council must also consider the position of existing tenants, leaseholders and authorised users of its facilities. Permission granted by a sports club or event organiser does not necessarily provide authority for commercial trading or other activities on land owned by the Council. This will depend on the terms of the relevant lease, licence or other agreement.

Action in Relation to Recent Unauthorised Activities
In addition to considering the future management of events and commercial activities on Town Council-owned land, Members are asked to consider what action, if any, they wish to take in relation to the recent incidents outlined within this report.

These include the unauthorised use of Helford Road Car Park and Playing Fields, Lowhills Road Playing Fields and Car Park, Eden Lane Car Park, the operation of a burger van at Lowhills Road Bowling Green Car Park and a coffee van operating on a football pitch during a football festival.

Whilst some of these activities may have provided benefits to the community, they took place without prior authorisation from the Town Council, raising concerns regarding the appropriate use of Council land, public safety, insurance arrangements and the potential impact on Council facilities.

Members may wish to consider whether any retrospective action is appropriate, including contacting the organisers or commercial operators concerned to clarify the Council's position, reminding them of the requirement to seek permission for future activities, or considering whether any further action is necessary.

In considering any action, Members should take account of the circumstances surrounding each incident, including whether the activities were commercial or community-based, whether any damage or additional costs were incurred and whether existing agreements provided any relevant rights of use.

Any proposed formal enforcement action would need to be considered in accordance with the Council's legal rights and obligations. Members are, therefore, invited to consider and determine what action, if any, should be taken in respect of these recent activities.

Future Management of Events and Commercial Activities
It is considered appropriate for the Council to establish a clear and consistent approach to the use of its land for organised events and commercial activities.

Such an approach could require event organisers, businesses and other third parties to obtain written permission from the Town Council before undertaking activities on Council-owned land, where permission is required under the relevant landholding arrangements.

Consideration could also be given to introducing a formal application process requiring organisers to provide relevant information, including risk assessments, evidence of public liability insurance, event management arrangements and details of any commercial traders.

Where commercial trading is proposed, the Council could consider whether a licence or other written agreement should be required, together with an appropriate charge for the use of Council land.

This would not necessarily prevent community events or charitable activities from taking place. Rather, it would provide a framework through which the Council could support suitable activities whilst protecting its assets and ensuring that appropriate safeguards are in place.

The Council may also wish to consider the introduction of signage at relevant locations making clear that organised events and commercial trading require prior written permission, where applicable.
It is important that any arrangements introduced are proportionate and do not unnecessarily restrict normal recreational use of public open spaces.

Recommendation: Members are requested to:

1. Note the concerns raised regarding recent unauthorised events and commercial activities taking place on Town Council-owned land.

2. Note that the draft Outdoor Events Policy is scheduled for consideration by the Governance and Performance Committee on 12 November 2026, ahead of Full Council on 16 November 2026.

3. Consider and determine what action, if any, the Council wishes to take in relation to the recent unauthorised events and commercial activities identified within this report.

4. Consider whether the organisers and commercial operators concerned should be contacted to clarify the Council's position regarding the use of its land and the requirement to obtain prior permission for future activities.

5. Consider whether additional provisions are required within the Outdoor Events Policy to address commercial trading on Council-owned land, including mobile catering vehicles operating independently or in connection with events organised by third parties.

6. Consider whether commercial operators should be required to obtain separate written permission and whether appropriate licence fees or charges should apply.

7. Determine any further measures Members consider appropriate to prevent unauthorised events and commercial activities taking place on Council-owned land in the future.

Appendix 1: Implications

Area	**Implication**
Finance:	Unauthorised events and commercial activities on Council-owned land may result in additional expenditure associated with grounds maintenance, litter collection, cleansing and the repair of any damage caused to Council facilities. There may also be opportunities to generate income through appropriate licence fees or charges for commercial activities taking place on Council land. Any financial implications arising from the recent incidents would need to be assessed, including whether the Council has incurred additional costs.
Staffing:	No direct implications.
Risk:	Unauthorised events and commercial activities may expose the Council to risks relating to public safety, inadequate insurance, vehicle movements, damage to Council property and disruption to authorised users. Where events take place without prior notification, Officers may not have the opportunity to establish whether suitable risk assessments, insurance and safety arrangements are in place. The introduction of clear procedures for approving events and commercial activities would assist in managing these risks.
Equality and Diversity, Cohesion and Integration:	No direct implications
Crime and Disorder:	No direct implications
Consultation & Communication:	No direct implications
Procurement:	No direct implications

Legal:

As a landowner, the Town Council has rights and responsibilities regarding the use and management of its land.

Organised events and commercial trading may require the landowner's permission, together with relevant statutory licences, consents and insurance arrangements.

The legal position will depend on the nature of the activity, the status of the land and any existing leases, licences or other agreements.

Any formal action against organisers or commercial operators would need to be considered in accordance with the Council's legal rights and relevant legislation. Legal advice may be required before enforcement action is undertaken.

Policy Implications:

The draft Outdoor Events Policy (Version 3, October 2026) is scheduled for consideration by the Governance and Performance Committee on 12 November 2026, ahead of Full Council on 16 November 2026.

At the time of writing this report, the policy has not been formally approved.

The matters raised within this report may identify areas requiring further consideration, particularly in relation to unauthorised commercial trading, mobile catering vehicles and events organised by third parties.

Any additional provisions or amendments would need to be considered through the Council's appropriate governance arrangements**.**