

Spennymoor Town Council

Minutes of the proceedings of a Meeting of SPENNYMOOR TOWN COUNCIL held in the Council Chamber, Town Hall, Spennymoor on Tuesday 28th October, 2008 at 6.45p.m.

PRESENT: Councillor Miss S.L.Armstrong (Deputy Town Mayor), and

Councillors J.C.Culine, J.V.Graham, Miss T.Graham, M.T.B.Jones, C.Maddison, Mrs.E.Maddison, J.Parkin, J.E.Plews, F.E.Ryder, Mrs.C.Sproat, K. Thompson, F.Walker, W.Waters and Mrs.E.M.Wood.

Also in attendance Mrs.P.Wilson (Town Clerk)
M.S.Rowe (Finance Manager)
Miss E.V.Russell (Admin Assistant/Minutes Officer)
43 members of the public

APOLOGIES: Councillors Mrs.C.Bainbridge, I.Harrington (Town Mayor), G. Heslop, J.M.Marr, J.W.Smith, G.Tolley and Mrs.J.L.Wood.

43/08. **DECLARATION OF INTERESTS.**

RESOLVED - No personal or prejudicial interest was made by any Member.

44/08. **PUBLIC QUESTIONS.**

Is the process of “**Best Practice & Value for Money**” always employed, when expensive contracts/jobs are placed with outside suppliers ?

i.e.: **A minimum of 3 x quotations. e.g.:**

ADT - £3,014 (Alarms related work) ?

Curry & Son - £2,941 (Skip Hire) ?

JBL Services Ltd - £ 730 (Freezer repairs)?

(Was a new Freezer not a more economic answer?)

RESOLVED - That the response of the Town Clerk be received.

‘The spending decisions of the Council are governed by the Council’s Financial Regulations. The Financial Regulations state that “all members and officers are responsible for obtaining value for money at all times.”

“An officer issuing an official order is to ensure as far as reasonable and practicable that the best available terms are obtained in respect of each transaction, usually by obtaining three or more quotations or estimates from suppliers, subject to an agreed de-minimis level of £2,000.”

This procedure “may be inappropriate when it is necessary for the Council to acquire goods or services of a specialist nature.”

ADT:

Contract for the Annual Rental, Maintenance and Monitoring of the Town Hall Intruder Alarm system – total cost to the Council of £1,269.62 (before VAT). This agreement is below the de-minimus level of £2,000.

Contract for the Annual Maintenance of the Town Hall Fire Alarm – total annual cost to the Council of £1,088.55 (before VAT). Monthly payments of £106.58 (including VAT). ADT submitted the lowest quote of the three provided.

The additional work completed by ADT is below the de-minimis level of £2,000.

Curry & Son:

Curry & Son's submitted the lowest quote of the three provided.

JBL Services Ltd:

The repair costs quoted for the freezer were below the de-minimis level of £2,000. The current catering freezer cost approximately £5,500'.

45/08. Following the recent presentation to the town council on youth engagement, in particular a "youth council", which was very well received. Could the council confirm what concrete measures have been taken to take this proposal forward?

RESOLVED - That the response of the Town Clerk be received.

'Local Schools had been contacted in respect of this issue and the item was deferred for further consideration'.

46/08. **MINUTES.**

RESOLVED - That the Minutes of the Council Meeting held on Tuesday 23rd September, 2008 be confirmed and signed as a correct record.

47/08. **MAYOR'S COMMUNICATIONS.**

The Mayor reported on the functions he had attended since the last meeting:-

- a) Wednesday 24th September - Town Mayor attended the Town Council's Evening of Achievement;
- b) Thursday 25th September - Town Mayor attended Great Aycliffe Town Council Charity Evening;
- c) Saturday 27th September - Town Mayor attended Sedgefield Borough Council's Chinese & Oriental Banquet held in the National Railway Museum;
- d) Monday 29th September - Town Mayor attended Rotary Club meeting at Whitworth Hall;
- e) Tuesday 30th September - Town Mayor and Chair of Services and Amenities Cttee attended the Cemetery of the Year Awards;

Planning and Highways 14th October, 2008
Services and Amenities 14th October, 2008

49/08. **PERFORMANCE MANAGEMENT ACTION PLAN.**
RESOLVED – That the schedule referring to decisions taken at meetings held in October Minutes be received.

50/08. **PRESENTATIONS.**
Scrolls of Honour.
Presentations of Scrolls of Honour, in recognition of Service to the Town Council and the Community of Spennymoor were made to:-

- i) Mrs J.Heslop
- ii) Mrs.C.M.Flanagan
- iii) A.Sanderson
- iv) J.C.Culine

51/08. **Best Kept Allotment Competition.**
Presentations were made to M.Rutter, G.Parry and P.Henderson.

52/08. **Northumbria in Bloom – Front Garden Competition.**
Presentations were made to Mrs.H.Clark and M.Millmore.

53/08. **Northumbria in Bloom Competition 2008.**
M.Foxton (Project Manager) collected the Bob Woolley Award on behalf of Mr.J.Cheesman.

54/08. **“Get Crafty in the Park” Competition.**
A presentation was made to Leah Katrice Stevens.

The Deputy Town Mayor exercised her statutory discretion to take an urgent item of Council business which was not on the Agenda

55/08. **VACANT SHOP – 32 HIGH STREET.**
Members considered the report of the Town Clerk.

RESOLVED – That the recommendation of the Finance Manager be implemented.

There being no further business the Town Mayor declared the meeting closed at 7.29pm.

**Councillor Miss. S.L.Armstrong
Deputy Town Mayor**

Spennymoor Town Council

Minutes of the proceedings of a Meeting of the Special Finance and General Purposes Committee held in the Council Chamber, Town Hall, Spennymoor on Monday 3rd November, 2008 at 6.45p.m.

PRESENT: Councillor J.Parkin (Chair) and

Councillors J.C.Culine, J.V.Graham, I.Harrington, C.Maddison, Mrs.E.Maddison, J.E.Plews, F.Walker and W.Waters (Vice-Chair).

Also in attendance M.S.Rowe (Finance Manager)
Mrs.B.Fryer (Principal Admin Officer/Minutes Officer)

APOLOGIES: Councillors Mrs.C.Bainbridge, J.M.Marr, F.E.Ryder, G.Tolley and Mrs.J.L.Wood.

F.&G.P. **DECLARATION OF INTERESTS.**

140/08. RESOLVED - No personal or prejudicial interests were received.

F.&G.P. **PUBLIC QUESTIONS.**

141/08. RESOLVED – No questions had been received from Members of the Public in accordance with Standing Order 12.

F.&G.P. **AREA ACTION PLAN FOR SPENNYMOOR TOWN CENTRE.**

142/08. The Finance Manager advised Members that there were a number of questions in the document that required an answer.

Question 1 – Do you think the issues and challenges described are accurate and represent an adequate evidence base on which to develop an Area Action Plan for the town centre?

Members agreed that the issues and challenges were accurate.

Question 2 – Are there any other issues and challenges you think are relevant

No comments were given in relation to this question.

Question 3 – Do you agree with the vision

Members did not agree with the vision

Question 4 – Do you agree with the objectives

Members did not agree with the objectives

Question 5 – Are there any other objectives that you feel require incorporating into this further

Members agreed :

- i) that a better infrastructure of bus services was needed;
- ii) that car users should be encouraged into the town centre
- iii) that sufficient free parking should be maintained in the town centre.

Question 6 – Do you agree that the objectives represent the most appropriate scenarios for meeting the vision and objectives of the AAP
No comments given in relation to this question

Question 7 – Please indicate which of the options you prefer
Development Options

Festival Walk

Members agreed that this should remain as a shopping centre but with office accommodation (similar to Prince Bishops Shopping Centre in Durham)

Former Gas Works Site

Members agreed that this should be employment led and as a gateway to the town centre it would be ideal site for a hotel.

Cheapside

Members felt that the description of “Civic Quarter” was misleading and they agreed that it should be developed for mix use.

Members strongly object to any relocation of the Town Hall.

Question 8 – Please indicate if there are any other options that you think require consideration

No comments given in relation to this question.

RESOLVED – That the agreed answers be forwarded to Sedgefield Borough Council in order for them to be taken into consideration.

There being no further business the Chair declared the meeting closed at 7.40 p.m.

Councillor J.Parkin
Chair

Spennymoor Town Council

Minutes of the proceedings of a Meeting of the ALLOTMENT COMMITTEE held in the Council Chamber, Town Hall, Spennymoor on Tuesday 4th November, 2008 at 6.45p.m.

PRESENT: Councillor Mrs.J.L.Wood (Vice-Chair) and

Councillors J.C.Culine, J.V.Graham, Miss T.Graham, I.Harrington, M.T.B.Jones, C.Maddison, Mrs.E.Maddison, J.M.Marr, J.E.Plews, F.E.Ryder, Mrs.C.Sproat, F.Walker, W.Waters and Mrs.E.M.Wood.

Also in attendance M.S.Rowe (Finance Manager)
Mrs.B.Fryer (Principal Admin Officer/Minutes Officer)

3 Members of the Public

APOLOGIES: Councillors Miss S.L.Armstrong, Mrs.C.Bainbridge, G.Heslop, J.Parkin, J.W.Smith, K.Thompson and G.Tolley.

- A.42/08. **DECLARATION OF INTERESTS.**
RESOLVED - No personal or prejudicial interests were received.
- A.43/08. **PUBLIC QUESTIONS.**
RESOLVED – No questions had been received from Members of the Public in accordance with Standing Order 12.
- A.44/08. **BYERS GREEN ALLOTMENTS.**
Reference was made Minute A.41/08 and further consideration was given to this matter and to the report of the site meeting held on Tuesday 14th October, 2008.

RESOLVED – That the recommendations contained in the report be approved and implemented.
- A.45/08. **SPENNYMOOR ALLOTMENT ASSOCIATION**
Minutes of Meeting.
RESOLVED - That the Minutes of the Meeting held on 2nd October, 2008 be received.

APPLICATIONS FOR ERECTION OF SHEDS ETC.

A.46/08. Albion Street Allotments

Members considered the application from G.Cant for the erection of a shed on allotment No.10.

The Association had no objections to this application.

- RESOLVED -
- i) That the application be approved subject to the use of satisfactory materials in the construction thereof;
 - ii) That all risks associated with the development be borne by the Allotment holder. The Town Council will not accept liability for any injury caused during construction.

A.47/08. Clyde Terrace Allotments

Members considered the application from L.W.Dunnett for the erection of a poly tunnel 7' x 10' x 25' and a 13' x 6' shed on allotment No.1.

The Association had no objections to this application.

- RESOLVED -
- i) That the application be approved subject to the use of satisfactory materials in the construction thereof;
 - ii) That all risks associated with the development be borne by the Allotment holder. The Town Council will not accept liability for any injury caused during construction.

A.48/08. Eden Road Allotments

Members considered the application from K.Whitworth for the erection of a green house 6'x4' and shed 6'x4' on allotment No. 15

The Association had no objections to this application.

- RESOLVED -
- i) That the application be approved subject to the use of satisfactory materials in the construction thereof;
 - ii) That all risks associated with the development be borne by the Allotment holder. The Town Council will not accept liability for any injury caused during construction.

A.49/08. **Wood Street Allotments**
Members considered the application from D.Clark for the erection of 2 pigeon sheds 20'x6' and 10'x 6'.

The Association had no objections to this application.

- RESOLVED -
- i) That the application be approved subject to the use of satisfactory materials in the construction thereof;
 - ii) That all risks associated with the development be borne by the Allotment holder. The Town Council will not accept liability for any injury caused during construction.

A.50/08. **EXCLUSION OF THE PRESS AND PUBLIC.**
RESOLVED - That in accordance with the provision of S1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by S100 of the Local Government Act 1972, the Council do now exclude the press and public for the remaining items of the Agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to public interest.

A.51/08. **TUDHOE ALLOTMENTS**
Asbestos Removal Works
Members considered the report of the Town Clerk.

- RESOLVED -
- i) Members agreed in principal to immediately remove the asbestos after two additional quotes had been obtained;
 - ii) That a further report be submitted to Committee with all details.

A.52/08. **MERRINGTON LANE ALLOTMENTS**
Members considered the report of the Town Clerk.

- RESOLVED - That consideration of this item be deferred until the next meeting.

A.53/08. **APPOINTMENT OF ALLOTMENT OFFICER**
Members were advised that this item would be discussed at the Finance and General Purposes Committee

There being no further business the Chair declared the meeting closed at 7.00p.m.

Councillor Mrs.J.L.Wood
Vice-Chair

Spennymoor Town Council

Minutes of the proceedings of a Meeting of the Finance and General Purposes Committee held in the Council Chamber, Town Hall, Spennymoor on Tuesday 4th November, 2008 on the rising of the Allotments Committee

PRESENT: Councillor W.Waters (Vice-Chair) and

Councillors J.C.Culine, J.V.Graham, Miss T.Graham, I.Harrington, M.T.B.Jones, C.Maddison, Mrs.E.Maddison, J.M.Marr, J.E.Plews, F.E.Ryder, Mrs.C.Sproat, F.Walker, Mrs.E.M.Wood and Mrs.J.L.Wood.

Also in attendance M.S.Rowe (Finance Manager)
Mrs.B.Fryer (Principal Admin Officer/Minutes Officer)

2 Members of the Public

APOLOGIES: Councillors Miss S.L.Armstrong, Mrs.C.Bainbridge, G. Heslop, J.Parkin, J.W.Smith, K.Thompson and G.Tolley.

F.&G.P. **DECLARATION OF INTERESTS.**
143/08. RESOLVED - Notification of personal/prejudicial interests were received from Councillors J.V.Graham, Ms T.Graham, M.T.B.Jones, J.M.Marr and F.Walker

F.&G.P. **PUBLIC QUESTIONS.**
144/08. "A total expenditure of **£25,985** was recorded for consultancy fees to **Groundworks**. For such a large consultancy expenditure, were the Town Council provided with a detailed **project action plan**, to be **carried out by** Groundworks , if the Town Council's application was successful. It is normal practice for high cost consultancy contracts to include the **consultant's** action plan, to avoid implementation delays due to the lack of the necessary skilled human resources, within the organisation, who requested the consultation."

If this is not the case, how much more consultancy expenditure is required, if the Council's application is successful?

RESOLVED – That the response of the Finance Manager be received.

"The Council spent a total of £2,115 (before VAT) on a topographical survey for the Tudhoe Moor play area. This was required to establish the feasibility of the proposals for the regeneration of the play area.

A further £20,000 (before VAT) was spent on fees to Groundworks for the undertaking of the public consultations in relation to the Tudhoe Moor Play Area and planned multi use games area and Jubilee Park Play Area revitalisation and planned multi use games area.

This expenditure enabled the full consultation process to be undertaken and plans for the schemes to be drawn up in light of the consultation so that a detailed LIP Application could be submitted to Sedgefield Borough Council.

This consultation was requested by the Council to meet the criteria of the LIP Application process.

An action plan will be provided if the application is successful. Further fees of £28,152 are anticipated in relation to Jubilee Park and £17,199 for Tudhoe Moor. ”

FINANCIAL ASSISTANCE.

F.&G.P.
145/08.

Byers Green Children's Football Club.

Reference was made to Minute F.&G.P.79/08 and it was

RESOLVED - That the letter of appreciation dated 17th August, 2008 (received 6th October) from the above be received and noted.

F.&G.P.
146/08.

Sedgefield Safety Carousel 2008.

Members considered letter dated 3rd October from County Durham and Darlington Fire and Rescue Service.

RESOLVED - That a grant of £250 be made in accordance with S.137 of the Local Government Act 1972.

F.&G.P.
147/08.

Sedgefield Awards for Sensational Youth.

Members considered letter received on 16th October 2008 from the above.

RESOLVED - That a grant of £50 be made in accordance with S.137 of the Local Government Act 1972.

F.&G.P.
148/08.

Poppy Appeal.

(Councillor J.M.Marr and F.Walker declared a personal interest in this matter but remained in the meeting)

Members considered letter dated 21st October 2008 from P.Harper, Poppy Appeal Organiser, Spennymoor Area.

RESOLVED - That a grant of £500 be made in accordance with S.137 of the Local Government Act 1972.

F.&G.P.
149/08.

Tudhoe Grange PTA.

Members considered letter dated 23rd October 2008 from Tudhoe Grange School PTA.

RESOLVED - That a grant of £32 be made in accordance with S.137 of the Local Government Act 1972.

F.&G.P. **Friends of the South West Durham Credit Union**
150/08 *(Councillor M.T.B.Jones declared a personal interest in this matter but remained in the meeting)*
Members considered completed S.137 form and it was

RESOLVED – That a grant of £300 be made in accordance with S.137 of the Local Government Act 1972.

CONFERENCES AND COURSES.

F.&G.P. **NLGN 2009 Annual Conference.**
151/08. Members considered the notification of the above to be held on Thursday 29th January 2009 in Central London.

RESOLVED - That the Town Council be not represented.

F.&G.P. **National Association of Councillors – Communities in Control – Real People Real Power**
152/08.

RESOLVED - That the contents of the report be received and noted.

F.&G.P. **TRANSFER REQUEST TO SEDGEFIELD BOROUGH FOR SEVERAL PARCELS OF LAND AND PROPERTY TO SPENNYMOOR TOWN COUNCIL.**
153/08.

Reference was made to Minute F.&G.P.96/08 and Members considered letter dated 6th October from the Principal Valuer, Sedgefield Borough Council.

RESOLVED - That the letter be received and the contents noted.

F.&G.P. **CCTV SERVICES.**
154/08. Members considered letter received on 13th October from Head of Community Services and letter dated 22nd October from Business Administration Manager, Sedgefield Borough Council.

RESOLVED - That the contents of the letters be received and noted.

F.&G.P. **CENTRAL DURHAM CREMATORIUM JOINT COMMITTEE.**
155/08. **Update.**

Reference was made to Minute F.&G.P.124/08 and it was

RESOLVED - That the update be received.

F.&G.P. **COUNTY DURHAM ASSOCIATION OF LOCAL COUNCILS.**
156/08.

RESOLVED - That the Annual Report 2007/2008 be received and noted.

F.&G.P. **DURHAM POLICE AUTHORITY.**
157/08.

RESOLVED - That the Statement of Accounts for the year ended 31st March 2008 be received and noted.

F.&G.P.
158/08. **BANKING ARRANGEMENTS.**
Members considered the report of the Finance Manager.

RESOLVED - That the recommendations contained in the report be implemented immediately.

F.&G.P.
159/08. **ANNUAL AUDIT LETTER 2007-2008.**
Members considered the report of the Finance Manager.

RESOLVED - That the contents of the letter be received and noted.

F.&G.P.
160/08. **ACCOUNTS FOR PAYMENT.**
Paid Accounts.

RESOLVED - That the payment of accounts in the sum of £8,679.93 authorised for payment, payments by BACS in the sum of £34,900.97 for October and reimbursement of the Imprest Account in the sum of £20,477.85 for October be approved.

F.&G.P.
161/08. **Accounts to Authorise.**

RESOLVED - That the payment of accounts in the sum of £42,922.96 for October be authorised.

F.&G.P.
162/08. **EXCLUSION OF THE PRESS AND PUBLIC.**

RESOLVED - That in accordance with the provisions of S1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by S100 of the Local Government Act 1972, the Council do now exclude the press and public for the remaining items of the Agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to the public interest”.

F.&G.P.
163/08. **TOWN HALL.**
Sportsman’s Dinner.

Reference was made to Minute F.&G.P.119/08 and Members considered the report of the Finance Manager and gave further consideration to letter received on 24th September from D.Bainbridge.

RESOLVED -

- i) That any hirers requesting a “tab” facility for their function, be advised that these must be settled at the end of the evening;
- ii) That a grant of £92 be made in accordance with S.137 of the Local Government Act 1972.

ESTABLISHMENT.

F.&G.P.
164/08.

Work Experience.

(Councillors J.V.Graham and Ms.T.Graham declared a prejudicial interest in this matter and left the meeting)

Members considered letter dated 16th September 2008 from Nathan Graham.

RESOLVED - That Nathan Graham be offered one weeks work experience 6th-10th July 2009.

(Councillors J.V.Graham and Ms.T.Graham returned to the meeting)

F.&G.P.
165/08.

Appointment of Allotment Officer.

Members considered the report of the Finance Manager.

RESOLVED - That the appointment of an Allotment Officer as outlined in the report be agreed in principle and a meeting be arranged to discuss the job description

F.&G.P.
166/08.

BUDGET CONTROL.

RESOLVED - That the Budget Control Reports showing information up to 22nd August, 2008 be received and noted.

F.&G.P.
167/08.

TOWN HALL BAR.

RESOLVED - That the report on Monthly Profit and Loss (1st September, 2008 to 28th September, 2008) be received and noted.

F.&G.P.
168/08.

FORMER YOUTH CLUB SITE.

Members considered the report of the Town Clerk.

RESOLVED - That the recommendations contained in the report be approved and implemented.

F.&G.P.
169/08.

BUDGET 2009/2010.

Members considered the Budget for 2009-2010

RESOLVED - i) That a precept increase of 2.9% as detailed in the report be agreed;

ii) That a budget of £1,237,570 as detailed in the report be agreed.

There being no further business the Chair declared the meeting closed at 8.00p.m.

**Councillor W.Waters
Vice-Chair**

Spennymoor Town Council

Minutes of the proceedings of a meeting of the Planning and Highways Committee held in the Council Chamber, Town Hall, Spennymoor on Tuesday 11th November, 2008 at 6.45p.m.

PRESENT: Councillor F.E.Ryder (Chair), and

Councillors Miss S.L.Armstrong, Mrs.C.Bainbridge (Vice-Chair), J.C.Culine, J.V.Graham, G.Heslop, M.T.B.Jones, C.Maddison, Mrs.E.Maddison, J.M.Marr, J.E.Plews, J.W.Smith, K.Thompson, F.Walker, Mrs.E.M.Wood and Mrs.J.L.Wood.

Also in attendance Mrs.P.Wilson (Town Clerk)
Mrs.B.Fryer (Principal Admin Officer/Minutes Officer)
G.Smith (Caterer)

5 Members of the Public

APOLOGIES: Councillors Miss T.Graham, I.Harrington, J.Parkin, Mrs.C.Sproat, G.Tolley and W.Waters.

P.&H. **DECLARATION OF INTERESTS.**

42/08. RESOLVED - Notification of a personal interest was received from Councillor Mrs.E.Maddison.

P.&H. **PUBLIC QUESTIONS.**

43/08. RESOLVED – No questions had been received from Members of the Public in accordance with Standing Order 12

P.&H. **POLICE.**

44/08.

Report.

Chair reported that Police Representatives would be in attendance at the Council Meeting to be held on Tuesday 25th November.

P.&H. **PLANNING APPLICATIONS.**

45/08.

Members had before them the schedule of planning applications received to date from Sedgfield Borough Council since the last meeting and the comments made upon them by the Chair of Committee.

RESOLVED - That the information be received and noted.

P.&H. **Planning Decisions**

46/08.

RESOLVED - That the information be received and noted.

TREE PRESERVATION ORDER.

P.&H
47/08.

North Close.

(Councillor Mrs.E.Maddison declared a personal interest in this matter but remained in the meeting)

Members considered letter dated 10th October 2008 from Head of Planning Services.

Concern was expressed about the future management of the trees in the area covered by the order by the new Unitary Authority

- RESOLVED -
- i) That the Town Council's concern over the future management of the area be conveyed to Sedgfield Borough Council;
 - ii) That Standing Orders be waived to enable the reply to be sent immediately by email.

TUDHOE CONSERVATION AREA.

P.&H.
48/08.

Notification of Intention to Undertake Tree Works.

Members were concerned that the letter was dated 18th September and therefore the closing date for comments had passed.

- RESOLVED -
- That Sedgfield Borough Council be advised that unfortunately the letter was not received until 14th October 2008.

CAMPAIGN TO PROTECT RURAL ENGLAND.

P.&H.
49/08.

Stop the Drop Litter & Fly-Tipping.

Members considered letter dated October 2008 from CPRE.

- RESOLVED -
- That Members notify the Town Clerk of any Groups that collect litter and that the relevant information be sent to them.

P.&H.
50/08.

SECTION 106 AGREEMENTS.

Members considered letter dated 17th October 2008 from M.Watson, Secretary, Sedgfield District Local Councils Committee

Considerable discussion ensued on this matter and it was

- RESOLVED -
- i) That the Town Clerk request a copy of the report from Sedgfield Borough Council detailing the S106 monies available to the Spennymoor area;
 - ii) That the Leader and Town Clerk raise this matter at their meeting with the Chief Executive of Durham County Council.

There being no further business the Chair declared the meeting closed at 7.15p.m.

Councillor F.E.Ryder
Chair

Spennymoor Town Council

Minutes of the proceedings of a meeting of the Services and Amenities Committee held in the Council Chamber, Town Hall, Spennymoor on Tuesday 11th November, 2008 on the rising of the Planning and Highways Committee

PRESENT: Councillor J.C.Culine (Chair), and

Councillors Miss S.L.Armstrong, Mrs.C.Bainbridge, J.V.Graham, G.Heslop, M.T.B.Jones, C.Maddison, Mrs.E.Maddison, J.M.Marr, J.E.Plews, F.E.Ryder, J.W.Smith (Vice-Chair), K. Thompson, F.Walker, Mrs.E.M.Wood and Mrs.J.L.Wood.

Also in attendance Mrs.P.Wilson (Town Clerk)
Mrs.B.Fryer (Principal Admin Officer/Minutes Officer)
G.Smith (Caterer)

5 Members of the public

APOLOGIES: Councillors Miss T.Graham, I.Harrington, J.Parkin, Mrs.C.Sproat, G.Tolley and W.Waters.

S.&A. **DECLARATION OF INTERESTS.**

81/08. RESOLVED - No personal or prejudicial interests were received.

S.&A. **PUBLIC QUESTIONS.**

82/08. RESOLVED – No questions had been received from Members of the Public in accordance with Standing Order 12

PARKS AND OPEN SPACES.

S.&A. **Crazy Golf - Jubilee Park.**

83/08. Members considered the report from the Finance Assistant in connection with the upgrade of the Crazy Golf

RESOLVED - That the recommendation contained in the report be approved and that grant funding be applied for.

CEMETERIES AND CLOSED CHURCHYARDS.

S.&A. **Cemetery of the Year Competition 2008.**

84/08. RESOLVED - i) that the Judges Assessments on the judging in respect of Spennymoor and Tudhoe Cemeteries be noted: and

ii) that arrangements be made to provide professional plans of the cemeteries.

S.&A. **TEES, ESK AND WEAR VALLEYS NHS**

85/08. Reference was made to Minute S.&A.26/08 and Members considered letter dated 3rd October 2008 from the above in connection with the recent consultation.

RESOLVED - That the information be received and noted.

S.&A.
86/08. **NHS COUNTY DURHAM AND DARLINGTON**
Members are considered letter dated 16th October 2008 in connection with the public consultation.

RESOLVED - that the information be received and noted.

S.&A.
87/08. **APPRECIATION.**
RESOLVED - That the following correspondence be received and the contents noted:-

- i) Card received on 9th October from Hannah & Mike Brown – Wedding on 26th July;
- ii) Letter dated 31st October from Don Gordon.

S.&A.
88/08. **EXCLUSION OF THE PRESS AND PUBLIC.**
RESOLVED - “That in accordance with the provisions of S1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by S100 of the Local Government Act 1972, the Council do now exclude the press and public for the remaining items of the Agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to the public interest”.

S.&A.
89/08. **CEMETERIES.**
Coffin Lowering Device.
Reference was made to Minute S.&A.50/08 and Members considered the report of the Finance Manager.

- RESOLVED -
- i) That consideration of this item be deferred until next month; and
 - ii) That the Finance Manager consult with the 2 Cemetery Caretakers and report back on their views.

S.&A.
90/08. **COMMUNITY FACILITIES.**
Tudhoe Community Centre.
Reference was made to Minute S.&A.45/08 and Members considered the report of the Finance Manager.

- RESOLVED -
- i) that the recommendations contained in the report be approved; and
 - ii) that Standing Orders be waived to enable the Finance Manager to place the necessary order and the work be completed as soon as possible.

TOWN HALL

S.&A.
91/08.

Central Heating Boiler

RESOLVED - That the report of the Finance Manager be received and noted and the action of the Chair of Committee be confirmed.

S.&A.
92/08.

Kitchen – Refrigeration Problems

Members considered the report of the Finance Manager and G.Smith (Caterer) was in attendance to answer Members' questions.

- RESOLVED -
- i) that the Finance Manager proceed with the procurement of the supply and installation of a walk-in refrigeration unit;
 - ii) that preventative maintenance be provided on all kitchen equipment;
 - iii) that the Finance Manager investigates the possibility of assessing the running costs of the kitchen equipment; and
 - iv) that Standing Orders be waived in order that the Finance Manager can implement the recommendations.

S.&A.
93/08.

Town Hall - Toilets

Members considered the report of the Town Clerk.

- RESOLVED -
- i) the recommendations of the report were agreed in principle;
 - ii) the Town Clerk be authorised to speak to the Company to organise a visit to one of their projects; and
 - iii) to ascertain if there were other companies who carried out the same type of work.

S.&A.
94/08.

PUBLIC TOILETS

Members considered the report of the Town Clerk.

RESOLVED - That the results of the grant application be awaited.

S.&A.
95/08.

COW PLANTATION NATURE RESERVE

RESOLVED - that this item be deferred and placed on the agenda for the next meeting.

There being no further business the Chair declared the meeting closed at 7.55p.m.

Councillor J.C.Culine
Chair