

Minutes of the meeting of the Service & Amenities Committee held in the Council Chamber, Civic Hall Square, Shildon, Co Durham on Monday, 15<sup>th</sup> May 2017.

Present: Councillor P Quinn in the Chair  
Councillors A Walker, H Nicholson, P Walton, A Farlow, S Townsend, M P Johnson, J G Huntington, L Cockfield, D A Anderson, D Childs, D L Mather, L Butterworth, L Deakin, and S Quinn.

SA 1/17 Appointment of Chairman

Councillor H Nicholson proposed and Councillor A Walker seconded a nomination for Councillor P Quinn to be Chairman of the Service and Amenities Committee for 2017/18. There being no further nominations, Councillor P Quinn was duly elected Chairman of the Committee.

SA 2/17 Appointment of Vice-Chairman

Councillor A Walker proposed and Councillor S Quinn seconded a nomination for Councillor J Miller to be Vice-Chairman of the Service and Amenities Committee for 2017/18. There being no further nominations, Councillor J Miller was duly elected as Vice-Chairman of the Committee.

SA 3/17 Apologies for Absence

There were no apologies for absence.

SA 4/17 Declarations of Interest

There were no declarations of interest.

SA 5/17 Civic Hall Performance

The Town Clerk advised Members of the trading position for the month of April 2017 and advised that both bar and food sales slightly exceeded the budget for the month.

**Recommended** that the report of the Town Clerk be received.

SA 6/17 Civic Hall

The Civic Hall Manager presented a report to Members and provided an update on the purchase of new furniture for the main hall and renewal of the old kitchen equipment. It was further reported that a financial breakdown would be produced at the next meeting.

Members were also informed that a new part time bar and catering assistant had been appointed on 8<sup>th</sup> May 2017. The appointment would be subject to a six month probationary period.

**Recommended** that the report of the Civic Hall Manager be received.

SA 7/17 Durham County Council: Planning Applications

**Recommended** that no comment be made on the following applications:-

- a. Felling of 1 no. Chestnut and 1 no. Sycamore protected by TPO CCD-27-2012 at 1 Stephenson Court, Shildon submitted by Wayne Connor.

**Signed**  
**Chairman**.....

- b. Substitution of house type to 2no plots within residential development at Plot 82 and 83 Development Lane East of Spout Lane, Shildon submitted by Persimmon Homes.

SA 8/17 Durham County Council: Planning Decisions

**Recommended** that the decisions taken since the last meeting of the Committee be noted.

SA 9/17 Harbour Support Services – Termination of Licence to Occupy

The Town Clerk informed Members of the termination of a licence to occupy at Office 1, Shildon Town Council Offices. The 2017/18 budget had been prepared on the basis of a full rental income for the financial year in the sum of £1,320.

**Recommended** that:

- a. the Town Council note the termination of the licence to occupy with Harbour Support Services in respect of Office 1.
- b. the office accommodation be advertised, on a licence to occupy basis, at a rental of £1,320 per annum to include heating, lighting and cleaning of the office along with shared toilet and kitchen facilities.

**Signed**  
**Chairman.....**