

## **MINUTES OF THE ARTS AND INFORMATION COMMITTEE HELD ON 6TH JANUARY, 2015**

Present: Councillor C Snowball (Chair) and  
Councillors R Arthur, E Bell, Mrs J A Bell,  
B Burn Jnr, Mrs H J Cahill, S Cudlip,  
Mrs S Forster, Miss S Morrison, I Paul,  
B Taylor, K Younger

Apologies: Councillors B Allen, Mrs B E Allen,  
B Burn Snr, Page, R Whitehead

Observer: Mrs W Berry

*Prior to commencement of the meeting the Chair advised members of this Committee and members of the public that in line with the amendment to 'the public bodies (admission to meetings) act 1960', which came into force in August, 2014, parts of this meeting may be recorded by photographic, video and audio means.*

### **1. DISCLOSURE OF INTERESTS**

Members were reminded prior to the start of the meeting of the need to disclose any interests, prejudicial or personal, in accordance with the Code of Conduct.

### **2. MINUTES OF THE LAST MEETING HELD ON 25TH NOVEMBER, 2014**

RECOMMENDED the Minutes of this meeting, a copy of which had been previously printed and circulated to each Member, be approved and signed as a correct record by the Chairman.

### **3. CONFERENCE APPOINTMENTS**

RECOMMENDED the list of conference appointments a copy of which had been previously circulated, be approved.

### **4. CONFERENCES, COURSES AND SEMINARS**

#### **a) Evaluation Form**

The Committee considered the Conference Evaluation Form completed by one of the Town Council's delegates who attended the NAC AGM and Conference. It was commented that three delegates had attended this conference but only one evaluation form had been submitted to the Council.

RECOMMENDED the Conference Evaluation Form, completed by one of the Town Council's delegates who attended the NAC AGM and Conference held in November, 2014, be accepted.

5. **NALC/CDALC ISSUES**

a) **Alcohol Harm Reduction Strategy Consultation**

The Committee considered a communication from CDALC which advised of an event on Friday, 6th February, 2015 at Murton in relation to the Alcohol Harm Reduction Strategy Consultation.

RECOMMENDED any Councillor who wished to attend this event register their interest directly with the organisers.

b) **Government Consultation on Parish Polls**

The Committee considered a communication from Mr Steve Ragg which provided details of a Government consultation being undertaken in relation to Parish Polls.

RECOMMENDED the Town Council convey their support for the Government's proposal.

c) **Results of Direct Elections to NALC Larger Councils' Committee**

RECOMMENDED the communication from CDALC which detailed the successful candidates elected to the NALC Larger Councils Committee for 2014 – 2016, be noted.

d) **Results of Elections to National Council**

RECOMMENDED the communication from CDALC which provided details of the results of the elections to the NALC National Council, be noted.

e) **NALC National Council**

RECOMMENDED the Report of the Chairman and Chief Executive of NALC, dated December 2014, be noted.

f) **CDALC Local Councils Working Group**

RECOMMENDED:

- (i) The minutes of the meeting of the CDALC Local Councils Working Group held on 24th October 2014 together with the agenda for the December, 2014 meeting, be noted.
- (ii) The key messages document from the meeting which took place in December, 2014, a copy of which was circulated, be noted.

**6. DESTINATION SEAHAM**

RECOMMENDED the Council accept the minutes of the last meeting of the Destination Seaham Group, held on 20th November, 2014.

**7. EAST DURHAM AAP**

RECOMMENDED the minutes from the meeting of the East Durham AAP, held on 4th November, 2014, be noted.

**8. SEAHAM BLUE PLAQUE HERITAGE TRAILS**

The Committee considered a copy of the Seaham Blue Plaque Heritage Trails document, a copy of which had been previously circulated, and which was to be widely distributed by the Seaham Heritage Association. A copy of the document had also been uploaded to the Town Council's website. All of the blue plaques had been installed during December 2014 and the Seaham Heritage Association had expressed their gratitude to the Town Council for its support of the project and the work undertaken by the Parks Department in the installation of the plaques. The Deputy Town Clerk advised that positive comments had been received both in the Sunderland Echo, a copy of which was circulated, and on social media sites.

RECOMMENDED the Council note the information now reported.

**9. RISK ASSESSMENTS – ARTS AND INFORMATION ISSUES**

The Council was reminded of the requirement as part of the corporate governance arrangements, for risk assessments to be undertaken in relation to various activities. At regular intervals Members had been provided with reports on progress made in this area and the Committee was advised of the process involved in carrying out initial assessments made of risks in a range of arts and information activities. The Committee noted the process followed in assessing the risks.

RECOMMENDED the Council formally agree to accept the risk assessments covering the various items now reported.

**10. ROYAL GARDEN PARTY – 2015**

The Committee considered the details provided by the County Durham Association of Local Councils of the 2015 Royal Garden Party to be held on 12th May, 2015 for which nominations were invited. Members' attention was drawn to the conditions laid down in respect of nominations, as detailed within the communication. Nominations were requested to be submitted prior to 1st February.

RECOMMENDED any Councillor who wished to be nominated convey their interest to the Civic office to enable their name to be submitted prior to the deadline.

**11. LUMIERE – 12TH TO 15TH NOVEMBER, 2015**

The Committee considered the e-mail from Durham County Council which detailed the date that the 2015 Lumiere event would take place.

RECOMMENDED the Council note the information now reported.

**12. PRESS OPPORTUNITIES**

RECOMMENDED the Council note that no press opportunities existed from this meeting.

**13. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC**

RECOMMENDED in view of the confidential nature of the following item, the formal resolution be hereby passed to exclude the press and public from the meeting pursuant to the Public Bodies (Admissions to Meetings) Act, 1961.

**14. KORU PROPERTY SERVICES – NOTICE OF ADJUDICATION**

The Committee considered correspondence received in respect of the above, a copy of which was circulated and the Deputy Town Clerk reported on what action he had taken following its receipt. The matter was discussed at length by Members.

RECOMMENDED:

- (i) The Council note the information reported.
- (ii) The Deputy Town Clerk provide an update to Members at the meeting of the Finance and General Purposes Committee to be held on 13th January, 2015