

Seaham Town Council

Seaham Town Hall, Stockton Road, Seaham, Co. Durham SR7 0HP

Tel: Wearside (0191) 581 8034

Town Clerk: Dianne Rickaby

Deputy Town Clerk: Paul Fletcher



PF/CH

21st December, 2020

PARKS AND EVENTS COMMITTEE – TUESDAY, 5TH JANUARY – 6.30PM

In accordance with Paragraphs 7 & 10(2) (b) of Schedule 12A of the Local Government Act 1972 and The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 I hereby summon you to attend a Meeting of the PARKS AND EVENTS COMMITTEE to be held online on TUESDAY, 5th JANUARY, 2021 commencing at 6.30pm

Members of the press and public who wish to attend this meeting please email info@seaham.gov.uk to request the zoom login details.

Dianne Rickaby
Town Clerk

A G E N D A

MEMBERS ARE REMINDED OF THE NEED TO DISCLOSE ANY INTEREST, PREJUDICIAL OR PERSONAL, IN ACCORDANCE WITH THE CODE OF CONDUCT

1. ACCEPTANCE OF AMENDMENT

DECISION REQUIRED Accept the amendment to the standing orders to incorporate the new regulations from the Flexibility of Local Authority and Police and Crime Panel Meetings (England and Wales) Regulations 2020, to conduct virtual meetings.

2. SOLAR PROJECT TOWN HALL

The Deputy Town Clerk will update Members at the meeting on more details about this project however the main pressing issue is for the Council to submit a G99 application. This is sent to the Northern Power Grid to access the suitability of the Town hall and the local grid capacity to accept back the electricity produced. The cost is £350 plus VAT but might be slightly higher once the Northern Power Grid do an initial assessment. Although the current 100% Government Grants are oversubscribed and will not go forward with every project submitted it is worth getting the G99 application in ready for any future grant schemes that may be opened up.

DECISION REQUIRED Members to approve the approximate cost of £350 plus Vat for the G99 application.

3. **GENERAL ISSUES WITH THE CURRENT COVID CRISIS INCLUDING INDOOR AND OUTDOOR EVENTS**

It is hoped Members can have a general discussion about the current situation to see what options for planning events and opening up the town hall in order that the staff can confirm to members of the public who are making enquiries. It may be that Cllrs want to ensure main attractions that need booking early are booked now and if things need adapting nearer the time they can be. So for example the Big Screen needs booking now to ensure its availability and if needs be the films can be shown as a drive in with Covid safe measures put in place.

Other community buildings have chosen to open up to any groups wanting to use their rooms but it is advised that this is currently risky and that the Town Hall should remain mostly closed. However it could be opened up for groups who are deemed essential such as support groups for those who need them. An example is the DD Support group. During lockdown they have supported several beneficiaries from the Seaham area who are really in need for this group to return as soon as possible including several people who are new to hearing loss who really need this essential support. They have asked whether they can use the Town Hall and staff feel that they can accommodate this with appropriate Covid safe measures and risk assessments put in place. Before the Covid crisis they used one room twice a week to assist people with hearing difficulties.

It may be that Members want to see more things happen such as Covid safe weddings, Covid safe meetings etc. however no in person events are 100% safe from Covid.

DECISION REQUIRED Members to decide how to proceed with planning events, use of town hall and responding to public enquiries during these uncertain times and whether the DD Support group can use the Town Hall.

4. **TWO ADDITIONAL MEMORIAL BENCHES FOR TERRACE GREEN**

Members are asked to view the images at appendix A showing the existing two memorial benches along North terrace pavement side of the Terrace Green and agree for two more to be installed either side of the existing ones.

DECISION REQUIRED Member to approve the two new memorial benches.

5. **CCTV SEAHAM TOWN PARK**

This is to be installed early January 2021.

DECISION REQUIRED Members to note the information provided.

6. **DRAINAGE AT SEAHAM CEMETERY**

This is to be installed early January 2021.

**DECISION
REQUIRED** Members to note the information provided.

7. COVID 19 MEMORIAL BENCH

The Deputy Town Clerk will update members at this meeting.

**DECISION
REQUIRED** Members to note the information provided.

8. JOHN HAYS MEMORIAL

The Deputy Town Clerk will update members at this meeting.

**DECISION
REQUIRED** Members to note the information provided.

9. SPORTS MURALS

Sports Clubs have been asked to provide names of local sports stars they would like to see on the murals and these will be brought back to this meeting.

**DECISION
REQUIRED** Members to note the information provided.

10. RISK MANAGEMENT ISSUES

There are financial and health and safety implications with regards to items on this committee report particularly in light of the current virus crisis. However all risks have been minimised by careful risk analysis and consultations with industry experts. The majority of the issues in this particular report are low risk both from a financial and health and safety point of view and any risks follow industry best practice and guidance from the Health and Safety Executive. All larger events such as the Carnival and Fireworks Night are organised in partnership with the local Police, Fire brigade, Durham's Safety Advisory Group. Smaller events are risk assessed and managed internally. Thorough risk assessments are compiled and inspections of the sites carried out prior and on the day of the events. Inflatables such as bouncy castles, big inflatable slides, walk in inflatable mazes etc are banned from council owned land due to the risk of injury however attractions that use for example inflatable sides for safety and protection as part of a larger non inflatable ride are allowed. Financial risk is reduced by the above reducing the risk of public and employee liability claims however the financial risk of an event not attracting large crowds due to poor weather conditions is always a problem in particular with free events.

**DECISION
REQUIRED** Members to note the information.

Sent to: COUNCILLORS R ARTHUR, E. BELL, MRS J A BELL, MRS G BLEASDALE,
MRS K BRACE, S P COLBORN, S CUDLIP, MRS S FORSTER,
MS R M GRATTON, G N HEPWORTH, MRS L KENNEDY, D MCKENNA, K SHAW,
T SHEPHERD, B TAYLOR, MISS L WILLIS

External Notice Board, Town Clerk, Deputy Town Clerk (Leisure and Amenities), Grounds
Maintenance Supervisor, Finance Officer, Senior Clerical Assistant, Administrative Assistant,
Information & Technical Assistant, Internal Auditor, File.