



# STANLEY TOWN COUNCIL

## NOTICE OF MEETING

I hereby give notice that an Ordinary meeting of the Stanley Town Council will be held on Tuesday, the 24th November 2015 at 6.30pm at Stanley Civic Hall, Front Street, Stanley, Co. Durham, DH9 0NA.

### TO ALL MEMBERS of STANLEY TOWN COUNCIL

J. Nicholson (Chair)	A. Clegg	G. Graham	C. McKee	C. Thompson
W. Nixon (Vice-Chair)	T. Davinson	R. Harrison	D. McMahan	D. Tully
C. Bell	L. Elliott	D. Marshall	D. Mills	D. Walker
J. Charlton	R. Ferris	L. Marshall	B. Nair	M. Wilkinson

You are hereby summoned to attend an **ORDINARY MEETING** of the **Stanley Town Council** to be held in **Stanley Civic Hall, Front Street, Stanley**, on **Tuesday the 24th November 2015** at **18.30** in order to transact the following business:

Yours sincerely,

**Alan Shaw**  
**Town Clerk**  
**17th November 2015**

Please turn off all mobile phones or set to silent mode  
Please refer to the Policy for recording proceedings

## A G E N D A

### 1 APOLOGIES FOR ABSENCE

To **RECEIVE** any apologies and reasons for absence.

### 2 DECLARATIONS OF INTEREST

Members are invited to **DECLARE** disclosable pecuniary interests and other interests, along with the nature of those interests, in relation to any item on this agenda.

### 3 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR

To **RECEIVE** announcements from the Chair or Town Clerk.

**4 PUBLIC PARTICIPATION**

An adjournment will be allowed at the direction of the Chairman to allow for public comment and response in relation to items on this agenda or to consider written questions from the public submitted in advance of the meeting (*Individuals will be permitted a maximum of three minutes each. Total time for this session is limited to fifteen minutes*).

**5 CONFIRMATION OF COUNCIL MINUTES (ATTACHMENT A)**

To **APPROVE** as a correct record and sign the minutes of the Ordinary Council Meeting held on 27th October 2015.

**6 MINUTES OF COMMITTEE MEETINGS**

To receive the Minutes of the following Committee Meetings:

3rd November 2015	Personnel	<b>(ATTACHMENT B)</b>
4th November 2015	Crime & Community Safety	<b>(ATTACHMENT C)</b>
10th November 2015	Comms & Events	<b>(ATTACHMENT D)</b>
11th November 2015	Finance & Gen. Purposes	<b>(ATTACHMENT E)</b>

**7 RECOMMENDATIONS OF COMMITTEE MEETINGS\***

The following **RECOMMENDATIONS** of Committee meetings held since the last Ordinary Council meeting require **APPROVAL** by full Council:

**(i) PERSONNEL**

See Item 10 (Code of Conduct)

**(ii) CRIME & COMMUNITY SAFETY**

Members of the Committee **RECOMMEND** that Council should allocate the following budgets to projects for delivery in 2016/17:

<b>Project</b>	<b>Budget Allocation</b>
<b>OTIS</b>	£3,000
<b>Blooming Good Fun</b>	£3,000
<b>Police Car Funding</b>	£7,000
<b>Youth Council</b>	£3,500
<b>Wild Flowers</b>	£0*

\* No budget should be allocated for wild flowers, but opportunities should be explored with partners in the future.

(iii) **COMMUNICATIONS & EVENTS**

Members of the Committee **RECOMMEND** that Council should fund the following events in 2016/17:

<b>Project</b>	<b>Budget Allocation</b>
Tea in the Park	£2,500
Stanley Fringe	£2,000
Old People’s Homes	£1,000
Community Fun Days	£15,000
Outdoor Cinema	£3,000
Moria Con 2	£10,000
Christmas Events	£20,000
Armed Forces Day	£500
Community Newsletter	£15,080
Brass Festival	£5,150
Play in the Park days	£4,000
Community Consultation	£30,000

The Committee also makes the following **RECOMMENDATIONS**:

- (a) **Ganesh Festival.** Committee **RECOMMENDS** that free hall hire should be granted to Kalapremi in 2016 to bring the Ganesh Festival back to the Civic Hall. It further recommends that Council should view any future application for grant assistance for the Ganesh festival favourably.
- (b) **Northern Writes.** Committee has been approached by the Forge, who with financial support from Durham AAP and other sources, are organising a festival of creative writing in schools and elsewhere across Stanley. The Forge have requested that a grant in kind be made by the Town Council in providing free use of the Civic Hall for a Friday and a Saturday next year. It is the **RECOMMENDATION** of the Committee that this request be granted.
- (c) **Civic Hall Pantomime.** Committee **RECOMMENDS** that the Civic Hall should be allowed an additional £15,000 in its base budget to organise and put on our own pantomime in the run up to Christmas 2016. The estimates on ticket sales indicate that this event should generate a profit, or (if members wish to discount rates for local schools etc) be cost neutral.
- (d) **Community Magazine.** Committee **RECOMMENDS** that the publication be called ‘Stanley Life’ and the newspaper style and layout be approved.

**8 PRESENTATION FROM ABSOLUTE RENEWABLES**

Members to receive a presentation from Brian Glendinning of Absolute Renewables relating to the provision of solar panels at the Civic Hall.

Council is requested to **CONSIDER** this matter and **DECIDE** what to do.

9 **REPORT OF THE TOWN CLERK** (ATTACHMENT F)

A report from the Town Clerk on current activities and matters of interest to the Council is attached. Members are requested to **NOTE** the report and may ask the Town Clerk for further updates at the meeting.

10 **CODE OF CONDUCT** (ATTACHMENT G)

**Statutory Basis:** Localism Act, ss. 27 & 28

At the October meeting of Council, a motion was considered relating to the current Code of Conduct for members. Council **RESOLVED** that the matter should be referred to the Personnel Committee for consideration. (*Minute #356 of 2015-16 refers*).

The Personnel Committee, having considered the Code of Conduct in use by Epping Forest District Council, makes the following **RECOMMENDATIONS** to Council:

- (i) That the current Code of Conduct be replaced by a new Code based on the Epping model, with the following changes:
- (ii) The descriptive text about the Nolan Principles in Appendix I are replaced with the text from the UK Government guidance note;
- (iii) The definition of a non-pecuniary interest in Paragraph 8.1 is extended to include relatives and friends;
- (iv) 'Relative' be defined using the definition from section 28(10) of the Localism Act 2011;
- (v) 'Friend' be defined as per the Oxford English Dictionary;
- (vi) Declaration of a non-pecuniary interest would not require a member to withdraw or prevent them from participating in debate but would bar them from voting unless a dispensation was obtained.

Council is requested to **CONSIDER** this matter and **DECIDE** what to do.

### **Background**

The Localism Act 2011 requires Parish Councils to adopt a Code of Conduct. It imposes the requirement for Members to declare pecuniary interests and defines the criteria for those interests. It goes on to specify that the Code adopted by a Council must be consistent with the 7 principles of public life, (known as the 'Nolan' principles). Councils can either implement their own Code of Conduct, or may opt to adopt the Code of Conduct of the Principal Authority (in our case, Durham County Council).

The Town Council has chosen to implement its own Code of Conduct. The current policy is based on a template produced by the National Association of Local Councils (NALC) after the Localism Act came into force and was adopted by Council in September 2012. The guidance issued by NALC states that:

*"the code of conduct adopted by a parish council may include obligations on members to disclose at meetings interests which are not disclosable pecuniary interests. It is not a criminal offence for a member to fail to register or disclose interests which are not disclosable pecuniary interests even if such obligations are imposed by his/her council's code of conduct. A council may*

*make standing orders which apply when members hold interests which are not disclosable pecuniary interests.”*

## 11 CIVIC HALL ENERGY AUDIT (ATTACHMENT H)

Following a change in supplier for the Council’s gas supply, an energy audit was undertaken on the Civic Hall. The Report has been received and indicates that the Council can significantly improve its energy efficiency by implementing the proposals made.

An investment of around £58,726 would be required, but this would result in estimated annual savings of £8,236.

Members are requested to **CONSIDER** the attached report and **DECIDE**:

- (i) Whether they wish to implement some or all of the proposals made, and, if so,
- (ii) Utilise the available PWLB loan to fund the investment required.

The Finance & General Purposes Committee **CONSIDERED** this item at its meeting on 11th November 2015 (*Minute #401 of 2015-16 refers*) and **RECOMMENDED** that the first three recommendations of the report should be implemented immediately, namely:

- (a) Light fittings should be changed for low energy LED lights;
- (b) Time Controls should be fitted to coolers and water heaters
- (c) Pipe insulation should be installed in Boiler room and adjacent to water heaters to conserve energy.

In addition to these measures, Committee recommends that priority is given to obtaining quotes for replacement of the heating system in the Civic Hall with a more energy efficient model which would also allow separation from neighbouring buildings.

Council is **REQUESTED** to consider this matter and **DECIDE** what to do.

## 12 COMMUNITY RADIO

The Communications & Events Committee has considered a proposal to launch a Community Radio Station at its meeting held on 10th November 2015. An approximate cost has been provided of £8,000 - £10,000.

The **RECOMMENDATION** from the Committee was as follows: (*Minute#389 of 2015-16 refers*)

Members discussed the Community Radio initiative. Cllr W Nixon asked a number of questions about the proposal, namely:

- (a) What is the breakdown of costs for the project?
- (b) Who would the funding be provided to or would the Town Council provide the service directly?
- (c) What would governance arrangements be – who would be responsible for the content of broadcasts and who would take action if any content was unacceptable?
- (d) Who would ‘own’ any equipment or assets purchased?
- (e) Would the funding required include any element of rent or staff costs?

It was proposed by Cllr L Marshall, seconded by Cllr R Harrison and agreed that Committee **RECOMMENDS** that Council should support the project in principle, subject to satisfactory answers to the questions raised. It was **RESOLVED** that a fact finding visit to Ashington to visit Koast Radio by members of the Committee would be a useful exercise if Council are supportive of the initiative.

Council is **REQUESTED** to consider this matter and **DECIDE** what to do.

**13 BLUE PLAQUE SCHEME (ATTACHMENT I)**

A proposal for a Blue Plaque Scheme is attached to the Agenda for consideration by Members. Launching a scheme costs nothing and a scheme is an encouragement for residents to celebrate their heritage and an opportunity to engender Civic Pride. If the scheme is successful, it could form part of a heritage trail in the town which could attract more visitors.

The Communications & Events Committee considered this item at their meeting held on 10th November 2015 (*Minute#389 of 2015-16 refers*) and **RECOMMENDS** that the scheme should be implemented. The Committee preferred the appearance of the blue and gold plaques to the blue and white.

The blue plaques themselves are made of polycarbonate (but have the appearance of cast iron) and cost approximately £300 each. A budget of **£2500** therefore would enable 8 blue plaques to be erected over the course of the financial year.

Council is **REQUESTED** to consider this matter and **DECIDE** what to do.

**14 COMMUNITY CONSULTATION QUESTIONNAIRE (ATTACHMENT J)**

The Communications & Events Committee considered this item at their meeting held on 10th November 2015 (*Minute#391 of 2015-16 refers*) and made the following **RECOMMENDATIONS**:

- (i) **Name.** The Consultation Exercise should be called 'Ask Stanley 2016' and branded accordingly.
- (ii) **Timescales.** The Consultation exercise should be delivered to the timescales in the attached document.

**15 DATE, TIME AND VENUE OF NEXT MEETING**

Tuesday, 15th December 2015, 18.30 at the Civic Hall

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*In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are welcome to attend the meeting. Members of the public will only be permitted to speak at the beginning of the meeting during Public Question Time.*