

**MINUTES of the ORDINARY MEETING OF STANLEY TOWN COUNCIL**

Held at The Venue, Stanley on Tuesday 19th July 2016 at 6.30pm

**PRESENT:** J Nicholson\*                      A Clegg                      G Graham                      C Thompson  
                   W Nixon                                      T Davinson (18:33)                      R Harrison                      D Tully  
                   D Mills                                        D Walker                      R Ferris                        L Marshall  
                   B Nair                                         M Wilkinson

\*Chairman

**OFFICERS:** Alan Shaw (Town Clerk)  
                   Nicola James (PA to the Town Clerk)  
                   Derek Shingleton (Finance Manager)

**IN ATTENDANCE:** Public x5

**95                      APOLOGIES FOR ABSENCE**

Apologies received from Cllrs D McMahon, C Bell, L Elliott, D Marshall and J Charlton were accepted by Council.

Cllr C McKee was absent from the meeting.

**96                      DECLARATIONS OF INTEREST**

Cllrs C Thompson and D Tully declared an interest in Tanfield Lea Partnership.

**97                      PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIRMAN**

The Clerk reminded members to speak through the chair. Members agreed that no one need stand during the meeting due to the heat. No Members were recording the meeting.

**98                      PUBLIC PARTICIPATION**

**Simon Green - The Fringe Photographer**

Simon expressed his thanks for the opportunity to work with the Town Council on The Fringe.

**Michelle Kindleysides - Dementia Friendly Communities**

Michelle introduced Members to the Dementia Friendly Communities Alzheimer's Society initiative. Members agreed that it would be a good idea for Civic Hall staff to undertake some Dementia Awareness training.

**99                      CONFIRMATION OF COUNCIL MINUTES**

It was proposed by Cllr L Marshall, seconded by Cllr B Nair and **RESOLVED** that the minutes of the Full Council Meeting held on 21st June 2016 be approved as a correct record and signed by the Chair.

It was proposed by Cllr R Harrison, seconded by Cllr G Graham and **RESOLVED** that the minutes of the Extraordinary Meeting held on 5th July 2016 be approved as a correct record and signed by the Chair.

#### 100 MINUTES OF COMMITTEE MEETINGS

It was **RESOLVED** that the minutes of the Finance and General Purposes Committee held on 5th July 2016 be **RECEIVED** by Council.

#### 101 ACCOUNTS FOR PAYMENT AND BANK RECONCILIATION

It was proposed by Cllr R Harrison, seconded by Cllr A Clegg and **RESOLVED** that the payment of accounts of June 2016 be **APPROVED** and that the bank reconciliation be noted.

#### 102 BUDGETARY CONTROL

Members considered the budgetary control report prepared by the Finance Manager and it was **RESOLVED** that no further action was required.  
Cllr D Walker requested that a profit and loss account for the Coffee Shop be provided at the next Full Council.

#### 103 MEMBERS INITIATIVE FUND

Members **NOTED** the MIF payments report from the Town Clerk and **DECIDED** no action was required.

It was proposed by Cllr W Nixon, seconded by Cllr A Clegg and **RESOLVED** that the changes to the MIF policy be approved and that the policy be adhered to. Members also agreed to the following changes:

- (i) No funding should be granted retrospectively;
- (ii) All MIFs must be submitted by the end of February and no further payments will be made under the MIF scheme until the next financial year to avoid accounting problems experienced with MIFs being submitted too late to be processed in the correct year.
- (iii) MIFs must be resolved within 3 weeks of submission.
- (iv) Amendments to paragraph 3.6 in the policy - to give the Clerk or the Chairman the discretion to refer an application to Full Council in these instances.

#### 104 STREET TRADING

It was proposed by Cllr D Mills, seconded by Cllr R Harrison and **RESOLVED** that Members give the Town Clerk authorisation to lobby DCC it's behalf for the prohibition on street trading to be lifted in Front Street and for a delegation to be made to the Town Council to permit us to authorise our own traders for events we have organised and have cleared through SAG.

**105 REQUESTS FOR FUNDING**

**Oxhill Youth Club**

It was proposed by Cllr D Walker, seconded by Cllr D Mills and **RESOLVED** that the Town Clerk will request a copy of Oxhill Youth Club’s accounts before the Council will decide whether to fund their pantomime.

**Ball Hockey MIF**

It was **RESOLVED** that Council will not fund this MIF.

**Tanfield Lea Partnership**

It was proposed by Cllr D Mills, seconded by Cllr R Harrison and **RESOLVED** that £1000 be granted to Tanfield Lea Partnership from the Communications and Events Fun Days budget for their Childrens Fun Day.

**North East Horticultural Society**

Cllr Joan Nicholson declared an interest.

It was proposed by Cllr D Walker, seconded by Cllr D Mills and **RESOLVED** that the Town Clerk request further information and accounts from the North East Horticultural Society before the Council will decide whether to fund the event.

**106 USE OF PERSONAL MOBILE PHONES (STAFF)**

It was proposed by Cllr R Harrison, seconded by Cllr G Graham and **RESOLVED** that the Council will make a £10 contribution per month to each member of staff using their personal devices for work purposes.

**107 CHRISTMAS SHUTDOWN**

Members **RESOLVED** that the Christmas shutdown period for the office staff would be as follows:

Friday 23 December	Close at 12:30pm (staff to use half day holiday or TOIL)
Monday 26 December	Closed BANK HOLIDAY
Tuesday 27 December	Closed BANK HOLIDAY
Wednesday 28 December	Closed EXTRA STATUTORY DAY
Thursday 29 December	Closed EXTRA STATUTORY DAY
Friday 30 December	Closed PAID HOLIDAY GRANTED BY COUNCIL
Monday 2 January	Closed BANK HOLIDAY
Tuesday 3 January	Reopen

**108 EXCLUSION OF PRESS AND PUBLIC**

\*Members recording the proceedings stopped at this point.

Council **RESOLVED** that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

*Justification for excluding the public and press from consideration of the following item: To consider professional legal advice.*

109            **CHAIRMAN'S AWARDS**

Members **RESOLVED** that the 6 nominations put forward be approved.

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

Tuesday 20th September 2016, 18:30 at Stanley Civic Hall