



## **NOTICE OF MEETING**

**I hereby give notice that the Annual General Meeting of the Stanley Town Council will be held on Tuesday, the 26<sup>th</sup> May 2015 at 6.30pm at Stanley Civic Hall, Front Street, Stanley, Co. Durham, DH9 0NA.**

19th May 2015

To: **All Members of Stanley Town Council**

C. Bell	J. Charlton	A. Clegg	T. Davinson
L. Elliott	R. Ferris	R. Harrison	C. Malin
D. Marshall	L. Marshall	D. Mills	G. Graham
D. McMahon	B. Nair	J. Nicholson	W. Nixon
C. Thompson	D. Walker	M. Wilkinson	D. Tully

Dear Councillor,

You are hereby summonsed to attend the **Annual General Meeting of Stanley Town Council** to be held on **Tuesday the 26<sup>th</sup> May 2015 at 6.30pm in Stanley Civic Hall, Front Street, Stanley, Co. Durham, DH9 0NA**, for the purpose of considering and resolving upon the business to be transacted at the meeting, as set out below. An **Ordinary Meeting of the Town Council** will be held after the completion of business on the AGM Agenda

Yours sincerely,

Derek Shingleton  
Acting Town Clerk

### **AGENDA – PART 1 (AGM)**

**1 ELECTION OF CHAIR OF STANLEY TOWN COUNCIL**

To elect the Chair of the Town Council for the year 2015/2016

**2 DECLARATION OF ACCEPTANCE OF OFFICE**

To receive the Declaration of Acceptance of Office from the Chair.

**3 ELECTION OF VICE-CHAIR OF STANLEY TOWN COUNCIL**

To elect the Vice-Chair of the Town Council for the year 2015/2016.

**4 APOLOGIES FOR ABSENCE**

To receive apologies for absence

**5 DECLARATIONS OF INTEREST**

To declare and notify the Chair of any items that appear on the agenda in which you may have an interest.

**6 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR**

To receive announcements to be made by the Chair.

**7 CONSTITUTION AND OTHER POLICIES**

**7.1** To consider the Report from the Acting Town Clerk, relating to:

- a) The Constitution
- b) Standing Orders
- c) Financial Regulations
- d) Complaints Procedure
- e) Press and Media Policy
- f) FOI/Data Protection Requests

**8 APPOINTMENT TO COMMITTEES**

**8.1** Subject to agreement on Agenda Item 7, to consider appointments, and Chairs, to the following Committees:

- a) Communications and Events
- b) Crime and Community Safety
- c) Planning
- d) Finance and General Purposes
- e) Personnel

**9 APPOINTMENT TO WORKING GROUPS AND PANELS**

**9.1** To consider appointments to the following Groups and Panels:

- a) Civic Hall Management Board
- b) Disciplinary Panel
- c) Grievance Panel
- d) Appeals Panel

**10 APPOINTMENTS TO OUTSIDE BODIES**

**10.1** To consider appointments to outside bodies.

- a) AAP

**11 MEETINGS OF THE COUNCIL AND COMMITTEES**

11.1 To confirm the schedule of meeting dates for the forthcoming year 2015/2016

**12 BANKING ARRANGEMENTS**

12.1 To confirm signatories to cheques and other payment arrangements

**13 INSURANCE ARRANGEMENTS**

13.1 To confirm that Insurance arrangements continue with Zurich at renewal in July.

**14 SUBSCRIPTIONS TO OUTSIDE ORGANISATIONS**

14.1 To consider continued subscription to the following organisations:

a) NEREO

b) National Association of Local Councils (NALC)

c) County Durham Association of Local Councils (CDALC)

**AGENDA – PART 2 (ORDINARY COUNCIL MEETING)**

**1 APOLOGIES FOR ABSENCE**

To receive apologies for absence

**2 DECLARATIONS OF INTEREST**

To declare and notify the Chair of any items that appear on the agenda in which you may have an interest.

**3 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR**

6.1 To receive representations, answers, evidence or questions from Members of the Public in attendance in respect of any item of business included in the agenda.

6.2 To take written questions from the public if submitted ahead of the meeting

To receive announcements to be made by the Chair.

**4 MINUTES**

4.1 To confirm as a correct record the minutes of the Full Council meeting held on the 28<sup>th</sup> April 2015.

- 4.2 To receive the minutes of the Crime and Community Safety Committee meeting held on 8<sup>th</sup> April 2015.
- 4.3 To receive the minutes of the Communications and Events Committee meeting held on 14<sup>th</sup> April 2015.
- 4.4 There receive the minutes of the Finance and General Purposes Committee held on 11<sup>th</sup> March 2015.

## **5 PUBLIC PARTICIPATION**

- 5.1 To receive representations, answers, evidence or questions from Members of the Public in attendance in respect of any item of business included in the agenda.
- 5.2 To take written questions from the public if submitted ahead of the meeting (see Appendix 5.2)

## **6 COMMITTEES**

- 6.1 **Crime and Community Safety:** To consider the recommendations from the Committee meeting held on 6th May 2015.
- 6.2 **Communication and Events:** To consider the recommendations from the Committee meeting held on 12th May 2015.
- 6.3 **Finance & General Purposes:** To consider the recommendations from the Committee meeting held on 13<sup>th</sup> May 2015.
- 6.4 **Planning:** To consider the recommendations from the Committee meeting held on 7<sup>th</sup> April 2015.

## **7 MOTION**

To consider the following motion proposed by Councillor D Walker and seconded by Councillor J Nicholson:

*“In order to improve the public image and the transparency of the Council – that all reports supporting agenda items be included on the STC website alongside the agendas and also be available at meetings in hard copy format for members of the public to see. This excludes any reports supporting agenda items in Part B of any meetings”.*

## **8 CIVIC HALL**

- 8.1 Fees and Charges

## **9 CORRESPONDENCE**

To further consider a request for funding from Just for Women (details attached)

**10 EXCLUSION OF PUBLIC AND PRESS**

In accordance with Section 1 of the Public Bodies (Admissions to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972, the Council now excludes the press and public on the grounds of the confidential nature of the business to be transacted since publicity would be prejudicial to the public interest.

**11 CIVIC HALL**

To consider a report on the use of the Loan to fund work at the Civic Hall.

**12 STAFFING ISSUES**

Update from Acting Town Clerk.

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

To be confirmed