

MINUTES of the ORDINARY MEETING OF STANLEY TOWN COUNCIL

Held at Stanley Masonic Hall, Front Street, Stanley on Tuesday 20th December 2016 at 6.30pm

PRESENT: J Nicholson* T Davinson G Graham C Thompson
 W Nixon L Elliott D Tully C Bell
 D Marshall D Mills D Walker J Charlton
 M Wilkinson R Harrison L Marshall D McMahon

*Chairman

OFFICERS: Alan Shaw (Town Clerk)
 Nicola James (PA to the Town Clerk)
 James Harper (Community Development Manager)

IN ATTENDANCE: 6 members of the public

236 APOLOGIES FOR ABSENCE

Apologies received from Cllrs C McKee, B Nair, A Clegg and R Ferris were accepted by Council.

237 DECLARATIONS OF INTEREST

Cllr C Bell declared a non-pecuniary interest as Chairman of Stanley Trader’s Association.
 Cllr J Charlton declared a non-pecuniary interest as a member of Durham County Council.

238 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIRMAN

The Clerk reminded Members not to speak until they have been recognised by the chair, and to stand when speaking.

The Clerk advised that Cllr W Nixon & one member of the public present were recording the meeting.

Cllr W Nixon made a statement to members. He stated that he was not opposed to the meeting being recorded but that he objected to it being “democracy in disguise” as he believes the person recording the meeting will stand for the Labour party at the next election. He questioned why meetings were “only filmed when there was a motion put forward by a Labour member to be considered” and stated that he felt this was calculated to show the Council in a “bad light”. He further stated that “the last meeting that was recorded failed to show a County Councillor threatening STC Councillors as it was “cut before being posted online”.

239 PUBLIC PARTICIPATION

There were no written questions from the public submitted before the meeting.

John Ullathorne updated members on the progress of CURSI. CURSI is in the middle of a Drink Driving awareness campaign, currently at North Durham Academy. He also advised that the Mini Police Scheme had been taken country wide.

240 **CONFIRMATION OF COUNCIL MINUTES**

It was proposed by Cllr D Mills, seconded by Cllr R Harrison and **RESOLVED** that the Council approve the Full Council minutes of 15th November 2016 as a correct record.

241 **MINUTES OF COMMITTEE MEETINGS**

It was **RESOLVED** that the minutes of the Finance & General Purposes Committee held on 6th December 2016 be **RECEIVED** by Council.

242 **RECOMMENDATIONS OF COMMITTEE MEETINGS**

(a) Personnel

(i) Staffing - It was proposed by Cllr D Walker, seconded by Cllr D McMahon and **RESOLVED** that Council approve to reduce the overall level of budget allocated to staffing in 2017/18 Budget to £341,875. A more detailed review of the required staffing establishment should be carried out by Committee once the programme for the next year has been discussed and finalised.

(b) Finance and General Purposes

It was proposed by Cllr R Harrison, seconded by Cllr C Bell and **RESOLVED** that Council approve the following recommendations:

(i) VAT on ticket sales - The current Civic Hall fees should now be advertised as exclusive of VAT and VAT should be added in the circumstances where it is payable. The booking form should be amended to allow community groups to declare that their profits will be put back into the community group so they can obtain exemption from VAT for future bookings.

(ii) Budget - The changes to the draft budget put forward by the Finance Committee were as follows:

- Council to reduce the Moria Con budget to £5,000
- Christmas Decorations budget be reduced to the actual figure which should be around £18,000
- Chairmans Expenses budget be renamed as Chairmans Fund
- Any budget surplus from reducing budgets elsewhere should be added to the Full Council Grants budget
- As a balanced budget is achievable, there should be no increase in the Parish precept for 2017/18

243 **CDALC PROPOSAL**

It was proposed by Cllr D McMahon, seconded by Cllr R Harrison and **RESOLVED** that STC will adopt the following statement to make it clear that STC will not tolerate

any form of prejudice and to reassure all members of our community that they are valued.

"We are proud to live in a diverse and tolerant society. Racism, gender prejudice, xenophobia, homophobia, religious intolerance and hate crimes have no place in our community. Stanley Town Council condemns all such intolerance and hate crimes unequivocally."

244

MEMBER'S MOTIONS

(i) Motion from Cllr R Harrison

"The Council have for some time expressed a wish to have the Kitchen next to the Bamburgh Suite and the dumb waiter refurbished and the Toilets made suitable for public use and brought up to standard.

The motion is, therefore that "The Clerk be instructed to forthwith obtain three estimates for each of the above and report back to the January Meeting so that the members can select the suitable estimates at which point the Clerk will be instructed that the works be carried out with the minimum delay."

The motion was seconded by Cllr M Wilkinson. Following a vote, the motion was **NOT CARRIED**.

(ii) Motion from Cllr D McMahon

"STC should remove the ability to hold secret / paper ballots from its standing orders so as to be open and transparent to the public and all votes should be by a show of hands so that Councillors are accountable for their decisions"

Cllr R Harrison proposed an amendment to the motion from Cllr D McMahon by adding the words: 'except where there is good reason for requesting a secret ballot, which must be notified to the Town Clerk in advance of the meeting'.

Cllr D Marshall requested that the vote to be a named vote.

The vote on this motion was as follows:

For: Cllrs R Harrison, L Marshall, M Wilkinson, J Charlton, C Thompson, D Tully, D Mills, T Davinson, D Marshall, G Graham, D McMahon.

Against: Cllrs L Elliott, W Nixon.

Abstentions: Cllrs C Bell, D Walker.

The Chairman did not cast an original vote.

It was therefore **RESOLVED** that the motion was carried and the Standing Orders are to be amended accordingly.

245

SAFEGUARDING POLICY

It was proposed by Cllr C Bell, seconded by Cllr D McMahon and **RESOLVED** that Council **APPROVE** the interim Safeguarding Policy.

246 **ASSET TRANSFER**

(i) Annfield Plain Community Room

It was proposed by Cllr C Bell, seconded by Cllr D Mills and **RESOLVED** that the business case drafted by the Town Clerk be accepted and submitted to Durham County Council to progress the asset transfer of the Old Man's Hut in Annfield Plain.

(ii) Council Offices, Front Street

It was proposed by Cllr D McMahon, seconded by Cllr R Harrison and **RESOLVED** that the Council should submit the supporting statement / business case to Durham County Council to progress this matter further.

247 **BUDGET SETTING - FINAL DRAFT**

Amendments to the circulated Draft Budget

The Town Clerk advised that there was £5000 in the draft budget circulated for the Horticultural Show, however it had previously been agreed to remove this, so this would be deleted.

The Town Clerk further advised that there should have been a £5000 budget added to the Chairmans Fund code which had been missed from the draft budget circulated.

The Town Clerk advised that the £18,000 budget for Christmas Decorations needs to increase by £5000 to include the cost of erecting and dismantling the main Christmas Tree.

It was proposed by Cllr D Walker, seconded by Cllr C Bell and **RESOLVED** that once the said amendments have been made, the budget be **APPROVED** and that the precept will not be increased in 2017/18.

248 **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.

249 **ASSET TRANSFER**

After a discussion, the Council gave direction to the Town Clerk in respect of the Financial Implications of the decision to bid for the Stanley Council Offices.

The details of this discussion have been redacted from these minutes as they are commercially sensitive.

250 **STAFFING REPORT**

The Town Council considered the report from the Town Clerk and it was **RESOLVED** that:

- (i) The interim structure for the Civic Hall be implemented, and that:
- (ii) The Town Clerk be directed to review and prepare Job Descriptions for consideration by the Personnel Committee as soon as is reasonably practicable; and;
- (iii) The Town Clerk be authorised to begin consulting on the new structure with staff and trade unions.

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

Tuesday 24th January 2017, 6:30pm, Civic Hall, Front Street, Stanley.

MINUTES of the **COMMUNICATIONS AND EVENTS COMMITTEE MEETING OF STANLEY TOWN COUNCIL** held at Stanley Civic Hall, Front Street, Stanley on Tuesday 10th January 2017 at 6.30pm

PRESENT: Cllr D Mills* Cllr M Wilkinson Cllr C Bell Cllr D Tully
 Cllr D Walker Cllr R Ferris Cllr J Nicholson Cllr W Nixon
 Cllr G Graham

*Chairman

OFFICERS: Alan Shaw (Town Clerk)
 Nicola James (PA to the Town Clerk)
 James Harper (Community Development Manager)
 Lee Brannigan (Civic Hall Events Manager)

OTHERS IN ATTENDANCE: Simon Green

252 APOLOGIES FOR ABSENCE

Apologies received from Cllr D McMahon were accepted by the committee.

253 DECLARATIONS OF INTEREST

None.

254 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIRMAN OR TOWN CLERK

No one was recording the meeting.
 Councillor Geoff Graham was co-opted to the Committee at his request.

255 PUBLIC PARTICIPATION

There were no written questions and no questions from public in attendance.

256 CONFIRMATION OF MINUTES

Members **APPROVED** the minutes of the meeting held on 4th October 2016.

257 REVIEW OF EVENTS DELIVERED SINCE LAST MEETING

(i) Chairman's Awards

Members expressed the view that the catering for the Chairman's Awards was very poor, however in all other respects they were very pleased with the format and delivery of the event.

It was **RESOLVED** that the Awards should be held towards the end of the Chairman's time in office, therefore there will be no Chairman's Awards in 2017 and the next Chairman's awards for 2017/18 will be held in March 2018.

(ii) Christmas Decorations

Members agreed that the service from Seasonal Group was unsatisfactory. Some lights were not put up this year, even though they had all the locations from year 1. Some lights had failed, some commando boxes were not working. Seasonal Group should test commando boxes when lights go up.

The Clerk noted that issues will be brought up in a meeting with Seasonal Group. The Community Development Manager advised members that during the recent high winds, a total of 6 decorations in the Front Street came down on Front Street as the welding or brackets snapped.

Members praised DCC for the erection of the Christmas Tree and the switch on. The Community Development Manager advised members that after the purchase of additional lights, the cost of repairs, and the cost of DCC erecting the tree, £27,000 of the £30,000 budget allocated has been spent.

(iii) Lights Switch On/ Market

Members agreed that the Switch On and Market events has been a success and that events for future years should follow this format. For 2017 they would like to see the event expanded with more stalls,/ traders, and to explore the possibility of the Market being spread over more days.

(iv) Christmas Fayre/ Santa's Grotto

Members thought that the Christmas Fayre in the Civic Hall needed refreshing and that the Grotto was very quiet, this should be advertised better and earlier for 2017. It was also suggested that the Fayre in the Civic Hall could have a different theme and be held at a different time, if there is going to be a Christmas Market on the Front Street.

(v) Chairman's Carol Service

Members enjoyed the Carol Service and asked for it to be better publicised in 2017. The date for the Service should be set earlier so that publicity can be arranged.

(vi) Pantomime

The Civic Hall Events Manager noted that there were 17 performances of Aladdin in total. Some schools have already pre-booked for this years pantomime. In total the pantomime made a profit of £2600.

Members enjoyed the pantomime and thanked the cast for their hard work.

The Events Manager requested that no other groups be allowed to do pantomimes while the Civic Hall has their pantomime on. Members **AGREED** this was a good idea, that only the pro pantomime should be held over Christmas.

258

ESTABLISHMENT OF WORKING GROUPS

Members put their names forward to be on the following working groups for the following projects:

Project	Budget	Lead Officer	Members
Music Festival	£5,000	Lee Brannigan & Alan Shaw	R Harrison, D Mills, M Wilkinson
Firework Festival	£15,000	James Harper	J Nicholson, R Ferris, C Bell, D Walker
Christmas Festival	£10,000	James Harper & Lee Brannigan	J Nicholson, C Bell, R Ferris, B Nixon, M Wilkinson, R Harrison
Play in the Park	£15,000	Nicola James	C Bell, R Ferris, M Wilkinson
Armed Forces Day	£4,000	James Harper	G Graham, R Harrison, B Nixon, D Tully, J Nicholson
Moria Con	£5,000	Nicola James	D Mills, D McMahon
Community Newsletter	£15,000	Alan Shaw	M Wilkinson, C Bell, D Walker, R Ferris, R Harrison
A Year in Stanley	£6,250	Alan Shaw	D Mills, D Walker
Remembrance Services	£400	James Harper	B Nixon, J Nicholson, C Bell
Blue Plaque Scheme	£1,200	James Harper	M Wilkinson

259

ASSET TRANSFER

The Town Clerk asked members to consider the comms strategy which should be followed in relation to the freehold acquisition of the Front Street offices and the asset transfer of Annfield Plain Community Room.

Committee **RECOMMEND** that the Clerk produce a draft statement for the public, to be approved at Full Council.

260 CIVIC HALL - MARKETING STRATEGY

The Civic Hall Events Manager advised that the Civic Hall has issues marketing the building and the theatre to an appropriate audience. As the budget is limited, the Events Manager suggested organising publicity stunts, inviting local press to some shows and doing leaflet drops.

Members suggested contacting Made in Tyne & Wear and promoting the Civic Hall at our Play in the Park and Armed Forces events.

Members also **AGREED** that the building should be marketed as the Civic Hall rather than the Alun Armstrong Theatre to avoid public confusion.

261 DATE, TIME AND VENUE OF NEXT MEETING

Tuesday 7th February 2017, 18:30 at the Civic Hall

MINUTES of the CRIME & COMMUNITY SAFETY COMMITTEE MEETING OF STANLEY TOWN COUNCIL held at Stanley Civic Hall on Wednesday 11th January 2017 at 6.30pm

PRESENT: Cllr C Bell* Cllr R Ferris Cllr J Charlton Cllr M Wilkinson
 Cllr D McMahon Cllr J Nicholson Cllr W Nixon

*Chairman

OFFICERS: Alan Shaw (Town Clerk)
 Nicola James (PA to the Town Clerk)
 James Harper (Community Development Manager)

OTHERS IN ATTENDANCE: Geoff Dawson, Sgt Dave Clarke & John Ullathorne

262 APOLOGIES FOR ABSENCE

Apologies received from Cllrs Thompson and Elliott were accepted by the Committee.

263 DECLARATIONS OF INTEREST

Cllr D McMahon declared a non-pecuniary interest as a director and trustee of PACT House.

264 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIRMAN OR TOWN CLERK

The Town Clerk noted that no one was recording this meeting.
Cllr M Wilkinson was co-opted onto the Committee at her request.

At the request of Cllr Charlton, a minutes silence was observed in respect of the death of 7 year old Katie Rough who died in York on 9th January.

265 PUBLIC PARTICIPATION

There were no public present and no questions submitted prior to the meeting.

266 CONFIRMATION OF MINUTES

It was **RESOLVED** that the minutes of the Crime and Community Safety Meetings held on **8th June 2016** and **8th November 2016** be approved as a correct record and signed by the Chairman.

267 GRIT BIN SERVICE

The Community Development Manager advised that since the locations for the original 11 grit bins had been agreed, 2 further locations at New Kyo and Frosterley Gardens have been added, bringing the total to 13.

Members **RESOLVED** to wait and see how the Groundworks team get on with these 13 bins before rolling out any more. Members also approved the purchase of 5 more grit bins as spares with the remaining budget allocated.

268 REVIEW OF INITIATIVES DELIVERED**Blooming Good Fun Awards**

Members agreed that the Awards night was fantastic and the recipients of the awards really enjoy their night. It was **RESOLVED** that the Community Development Manager look to having the Awards night between mid September - mid October in 2017.

269 ESTABLISHMENT OF WORKING GROUPS

Members put themselves forward to be on the following working groups:

Project	Budget	Lead Officer	Members
Environmental Services	£67,500	James Harper	J Charlton, J Nicholson, B Nixon, R Ferris, M Wilkinson, C Bell, G Graham
Detached Youth Project	£30,000	James Harper & Sgt Dave Clarke	D McMahon, J Charlton, J Nicholson, R Ferris
Road Safety	£3,000	James Harper, Sgt Dave Clarke & John Ullathorne	B Nixon, R Ferris, C Bell, J Nicholson
Mini Police	£4,400	James Harper & John Ullathorne	C Bell, J Nicholson, J Charlton
Defibrillators	£2,000	James Harper, Sgt Dave Clarke & John Ullathorne	D McMahon
Money Advice	£30,000	Alan Shaw	D McMahon, J Charlton, J Nicholson, R Ferris, C Bell

The Committee **RECOMMENDS** that the detached youth project and environmental services project both be looked at by the Crime and Community Safety Working Groups, to draft up a specification, and the Finance and General

Purposes Committee, to oversee any procurement exercises required. The Crime and Community Safety Committee would then monitor both projects.

270 **NEW INITIATIVES**

Members were asked if they had any new crime prevention initiatives they wished to put forward. Cllr M Wilkinson would like to see some sort of dog waste poster campaign. The Town Clerk advised that STC could explore opportunities to work with DCC and Durham Constabulary on this.

271 **UPDATES FROM PARTNER ORGANISATIONS**

(i) **Geoff Dawson - Groundwork NE**

Geoff advised that when tasking from Members was low, the Groundworks team carried on with proactive work wherever possible. Next year, litter picks will be programmed in on a regular basis and the team will work to the specification drafted by the working group which will in turn enable better publicity of the work being done. Geoff also advised that his report for Members will be image focused and that he will also provide regular before and after photos to the office so jobs can be publicised.

He asked for Members to request more work through the STC office. As the budget for 2017-18 has been reduced by STC, Geoff advised that he was looking to reduce the team to 4 days per week instead of 5, further details will be given to the Town Clerk in February.

(ii) **John Ullathorne - CURSI**

John advised members that CURSI has recently carried out the second Road Safety event at North Durham Academy on 2 December 2016, focused on drink driving. He hopes that 4 schools will take part in this event this year, the next one being at Tanfield Comprehensive focusing on the use of mobile phones whilst driving.

John commented that DCC/AAP have funded £4,000 worth of new bollards in Loud Terrace, which he felt were not needed. He stated that there are issues in New Kyo where this money could have made a more significant difference.

John requested authorisation to take CURSI to St Bedes school. The Town Clerk advised John that the initiative was Durham Constabulary's and no such authorisation was required.

(iii) **PS Dave Clarke**

PS Clarke noted that ASDA had been approached to be involved in a drink drive campaign however he has heard nothing back. There might be a possibility to do the campaign at the Civic Hall instead.

PACT House is going from strength to strength with a number diverse community groups using the building. PS Clarke advised that DCC are using the building for their regeneration meetings.

New HD cameras have, after some delays, been approved to go up at the bottom of the Front Street.

PS Clarke thanked the Council for providing further funding for the police cars. He hopes to see will continue in future years.

PS Clarke is organising a new Purple Poo campaign. Cans of purple chalk spray have been ordered thanks to MIF support. Stickers and badges have been ordered and PS Clarke will be going into schools to educate the pupils about the importance of picking up dog waste. He would like to use some of the Committees £7,000 for Crime Prevention Initiatives, for some posters and a golden ticket project alongside the Purple Poo campaign.

272

DATE, TIME AND VENUE OF NEXT MEETING

Wednesday 8th February 2017, 6:30pm at Stanley Civic Hall.