



Stanley Town Council

NOTICE OF MEETING

I hereby give notice that an Ordinary Meeting of Stanley Town Council will be held on Tuesday, the 28th November 2017 at 6.30pm at Stanley Civic Hall, Front Street, Stanley, Co. Durham, DH9 0NA.

TO ALL MEMBERS of STANLEY TOWN COUNCIL

B Nair (Town Mayor)	T Armstrong	D Carmichael	L Christie	J Clark
A Clegg (Deputy TM)	H Clark	M Davinson	C Hampson	J Kane
C Marshall	D Marshall	J McMahan	J Nicholson	J Pallas
J Stephenson	L Timbey	D Tully	J Tully	G Wilkinson

You are hereby summoned to attend an **ORDINARY MEETING** of Stanley Town Council to be held in Stanley Civic Hall, Front Street, Stanley, on Tuesday the 28th November 2017 at 18.30 in order to transact the following business:

Yours sincerely,

Alan Shaw
Town Clerk
21st November 2017

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 TOWN MAYOR'S ANNOUNCEMENTS

To **RECEIVE** a report from the Town Mayor in relation to his official duties since the last Ordinary Council Meeting and any procedural announcements from the Town Mayor or Town Clerk.

4 PUBLIC PARTICIPATION

Invited Speaker: Sam Scotchbrook from County Durham CAB will be in attendance to give members information about local sources of advice and support for residents in respect of the rollout of Universal Credit

Council may wish to **CONSIDER** whether there are any actions the Council can take to support residents at this time.

An adjournment will be allowed at the direction of the Town Mayor to allow for questions in relation to items on this agenda received in writing from the public in advance of the meeting (*Individuals will be permitted a maximum of three minutes each. The maximum time for this session in its entirety is limited to fifteen minutes*).

5 CONFIRMATION OF MINUTES

To **APPROVE** as a correct record and sign the minutes of the following meetings:

24th October 2017	Ordinary Council	(ATTACHMENT A)
7th November 2017	Extra-Ordinary Council	(ATTACHMENT B)

6 MINUTES OF OTHER MEETINGS

To **RECEIVE** the minutes of the following meetings:

14th November 2017	Projects & Initiatives	(ATTACHMENT C)
15th November 2017	Finance & Governance	(ATTACHMENT D)

7 CORRESPONDENCE RECEIVED

Fools Gold (ATTACHMENT E)

A letter of appreciation from Fool's Gold for funding the sessions they provided in the parish's care homes is presented for Council's information.

8 RECOMMENDATIONS OF COMMITTEE MEETINGS

The following **RECOMMENDATIONS** of Committee meetings held since the last Ordinary Council meeting in October 2017 require consideration by Full Council:

(a) FINANCE & GOVERNANCE

At the meeting held on 15th November 2017, the Finance & Governance Committee made the following **RECOMMENDATIONS** to Council:

- (i) **Dying to Work Policy** - Committee **RECOMMENDS** that Council should adopt the Dying to Work Policy to support the Council's staff in the event that they are dealing with terminal illness. (ATTACHMENT F)
- (ii) **Code of Conduct** - Committee **RECOMMENDS** that Council should should adopt the new CDALC Code of Conduct. (ATTACHMENT G)

(iii) **BACS Payments & E Banking - Committee RECOMMENDS that:**

- (a) Settlement of accounts by BACS be authorised by Council;
- (b) A second current account for electronic payments be authorised to reduce the Council's bank charges;
- (c) BACS Payments are reported to the Committee on a monthly basis (as at present) but a Schedule of BACS payments is presented to authorised signatories on a weekly basis with the cheques for signature for checking and signature; and
- (d) Other policies affected (e.g. MIFS and Grants) be updated to reflect the change to permit BACS payments.

(b) **PROJECTS & INITIATIVES**

At the meeting held on 14th November 2017, the Projects & Initiatives Committee made the following **RECOMMENDATIONS** to Council:

- (i) **Fireworks - Committee RECOMMENDED** that Council look into providing a funfair on the Front Street whilst the fireworks event is running, and look into increased enforcement for illegal street trading at any future events.

Council is requested to **CONSIDER** the **RECOMMENDATIONS** from the Committees and **DECIDE** what to do.

9 ACCOUNTS FOR PAYMENT

Statutory Basis: Accounts & Audit (England) Regulations 2011

October 2017

Schedule of Payments	(ATTACHMENT H)
Schedule of Receipts	(ATTACHMENT I)

Council is requested to **CONSIDER** the attached schedules and **APPROVE** the payment of accounts for October 2017.

10 DRAFT BUDGET

The Town Clerk has prepared a draft of the 2018/19 budget for consideration by members. The report attached explains the changes the Clerk has made when presenting the draft from the original draft considered at the October Finance meeting and gives details of the decisions the Council must make to produce a balanced budget.

Draft Budget	(ATTACHMENT J)
Budget Report	(ATTACHMENT K)
Tax Base & Grant Details	(ATTACHMENT L)

Council is requested to **CONSIDER** the report and draft budget and **DECIDE** what to do.

11 MEDIUM TERM PLAN **(ATTACHMENT M)**

The Town Clerk has amended the Medium Term Plan timeline to reflect recommendations of the Projects & Initiatives and Finance & Governance Committees.

Council is requested to **CONSIDER** the report and **DECIDE** what to do.

RECOMMENDATION: Council should **APPROVE** the timeline to enable the Committees to begin development of detailed activity plans.

12 EXCLUSION OF PRESS AND PUBLIC *

To **RESOLVE** 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: Commercial Sensitivity.

** Any recording of the proceedings must stop at this point.*

13 FORMER STANLEY LIBRARY

Marketing Details
Photos

(ATTACHMENT N)
(ATTACHMENT O)

Durham County Council has placed the former Stanley Library building back on the open market with a marketing exercise that will be completed before the next Ordinary meeting of Council. The Town Clerk has visited the premises and internal and external photos are attached.

Council is requested to **CONSIDER** whether or not the building could be useful for any present or future plans of the Council and give direction to the Town Clerk.

14 DATE, TIME AND VENUE OF NEXT MEETING

23rd January 2018, 6.30pm, Civic Hall Stanley.

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.