



Stanley Town Council

NOTICE OF MEETING

I hereby give notice that an Ordinary Meeting of Stanley Town Council will be held on Tuesday, the 23rd April 2019 at 6.30pm at Stanley Civic Hall, Front Street, Stanley, Co. Durham, DH9 0NA.

TO ALL MEMBERS of STANLEY TOWN COUNCIL

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

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 23rd April 2019 at 18.30** in order to transact the following business:

Yours sincerely,

Alan Shaw
Town Clerk
16th April 2019

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 MAYOR'S ANNOUNCEMENTS

To **RECEIVE** a verbal monthly report from the Town Mayor and any announcements from the Town Mayor or Town Clerk.

4 **LEADER'S STATEMENT**

An update on current business from the Leader of Stanley Town Council, Cllr David Marshall.

5 **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*).

6 **CONFIRMATION OF MINUTES**

Ordinary Council

(ATTACHMENT A)

To **APPROVE** as a correct record and sign the minutes of the Ordinary Council meeting held on 26th March 2019.

7 **COMMITTEE MINUTES**

(ATTACHMENT B)

Finance and General Purposes Committee

Council to **RECEIVE** the minutes of the Finance & General Purposes Committee held on 10th April 2019

8 **RECOMMENDATIONS OF COMMITTEE**

At the meeting held on Wednesday the 10th April 2019, the Finance & General Purposes Committee **RECOMMENDED** that:

- (i) The Council should advertise the post of Finance Officer as a full time position. Members are not to be part of the recruitment process
- (ii) The Council will look to employ 2 apprentices;
 - Hospitality (Civic Hall)
 - Environmental OperativeMatch funding is to be looked into to help fund these posts.

Council are to **CONSIDER** the recommendations and **DECIDE** what to do

9 **ADVICE IN COUNTY DURHAM PROJECT**

Sam Scotchbrook Manager of the Advice in County Durham Project to deliver an update on the project.

10 **WORKING GROUP**

(ATTACHMENT C)

- (i) The meeting to **DECIDE** if on the establishment and composition of an Environment Group to oversee the work of the Wardens/Caretakers
- (ii) The meeting to **DECIDE** if a Working Group is to be set up to look at Christmas Lights or if this is to be incorporated into the Events Working Group

11 OUT TURN ESTIMATE (ATTACHMENT D)

Council is requested to **CONSIDER** the update on the projected year end budget provision

12 IT & PHONES (ATTACHMENT E)

Council are to **CONSIDER** the report and **DECIDE** on IT and telephone service provision including if they would like a swipe card entry system

13 CONSTITUTION (ATTACHMENT F)

Council are to **CONSIDER** and **DECIDE** on proposed changes to the constitution for 2019/20 including

- (i) Change to committee structure
- (ii) Delegations for dealing with staffing matters
- (iii) Proposed Dates of Meetings

14 BUSINESS PLAN PROGRESS REPORT (ATTACHMENT G)

Details of Full Council decisions, subsequent actions and progress made against these actions in alignment with the councils Medium Term Plan

Council is requested to **CONSIDER** the report, **REVIEW** the decisions and **DECIDE** if any further action is required at this time.

Members may also request verbal updates in respect of any of the decisions.

15 DATE, TIME AND VENUE OF NEXT MEETING

Annual General Meeting Tuesday 28th May 2019, 6.30pm, Stanley Civic Hall.

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.