

MINUTES of the **ORDINARY MEETING OF STANLEY TOWN COUNCIL**
 Held at **Stanley Civic Hall** on **Tuesday 26th March 2019** at **6.30pm**

PRESENT: A Clegg G Binney C Hampson* H Clark M Davinson
 B Nair C Marshall D Marshall J McMahon J Nicholson
 J Pallas J Stephenson L Timbey D Tully G Wilkinson
 J Tully

*Chairman

OFFICERS: Alan Shaw (Town Clerk)
 Nicola James (Senior Administration Officer)
 Alan Tubman (Deputy Town Clerk)
 James Harper (Operations Manager)

IN ATTENDANCE: Sgt D Clark & Insp D Stewart

261 **APOLOGIES FOR ABSENCE**

Apologies from Cllrs C Bell, L Christie, J Clark & J Kane were accepted by Council.

262 **DECLARATIONS OF INTEREST**

None.

263 **TOWN MAYOR'S ANNOUNCEMENTS**

The Town Mayor noted the appointments he had attended since the last Full Council meeting:

- Brandon & Byshottles Parish Council Civic Charity Evening

The Town Clerk reminded Members to wait until recognised by the Town Mayor and to stand when speaking. He announced that the meeting was being recorded by STC and that mobile phones should be switched off or turned to silent.

264 **LEADER'S STATEMENT**

Cllr D Marshall noted that he was delighted at how many people turned up for the Town Meeting. He was happy at how successful it was. The meeting covered topics such as the Medium Term Plan, Neighbourhood Wardens, community activities, funding projects, quality council status, Play in the Park and Blooming Good Fun. He noted that Risk Management training will be arranged soon and he hoped all members would attend.

265 **PUBLIC PARTICIPATION**

There were no written questions and no questions from the floor.

266 CONFIRMATION OF MINUTES

It was proposed by Cllr D Marshall, seconded by Cllr L Timbey and **RESOLVED** that the minutes of the Ordinary Council meeting held on 26th February 2019 be approved as a correct record and signed by the Deputy Town Mayor.

267 COMMITTEE MINUTES

It was proposed by Cllr D Marshall, seconded by Cllr M Davinson and **RESOLVED** that Council **RECEIVE** the minutes of the Finance & General Purposes Committee held on 13th March 2019.

268 ROAD SAFETY VISOR

It was proposed by Cllr D Marshall, seconded by Cllr B Nair and **RESOLVED** that Cllr C Marshall will liaise with highways to look at risk assessments to progress the installation of the equipment and check that the funding provided from Stanley AAP will roll into 2019-20.

269 LOUISA MORRISON MEMORIAL

It was proposed by Cllr J Stephenson, seconded by Cllr B Nair and **RESOLVED** that the Council will install an interpretation board in Annfield Plain Park to celebrate the heritage rather than commission a replica stone. Jack Hair should be requested to be involved.

270 POLICY WORKING GROUP

It was proposed by Cllr L Timbey, seconded by Cllr B Nair and **RESOLVED** that the following policies be **APPROVED** and **IMPLEMENTED** on 1 April 2019:

- (i) Attendance Management Policy
- (ii) Disciplinary Policy
- (iii) Code of Values, Behaviours and Conduct
- (iv) Managing Employee Performance
- (v) Resolution Policy
- (vi) Mental Wellbeing Toolkit

Cllr C Marshall noted that he is pleased that these policies, some new, are being introduced. It is important to run the Council legally and morally. He was alarmed that they weren't in place before now.

271 EVENTS WORKING GROUP

The Town Clerk noted that the Miners Sunday event and Play in the Park are progressing well. There are concerns with Armed Forces Day however Scott Hillary is working on this.

272 CIVIC HALL WORKING GROUP

The Town Clerk noted that the Civic Hall Working Group has a lot to look at.

Cllr D Marshall was pleased that the staff had provided an information sheet for each show. Relevant information will come to Council. The Working Group will look at the Cinema next and will come back with some ideas.

It was proposed by Cllr C Marshall, seconded by Cllr M Davinson and **RESOLVED** that Creo Communications be instructed to:

- (i) Develop a brochure to market weddings;
- (ii) Develop a leaflet to publicise the offer of the Civic Hall for other types of business;
- (iii) Use the design collateral from these tasks to develop a new website for the Civic Hall and future social media campaigns.

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COUNCIL ACTIONS UPDATE

The Town Clerk provided the following action updates:

- (i) Finance Officer Vacancy - this will be discussed at the April Finance and General Purposes Committee meeting
- (ii) Strategic Grant Fund - the policy has been adopted and information will be on the website at the end of the week. The Finance Committee will decide on the panel at the April Committee meeting
- (iii) Heritage Plaque - the plaque has been ordered and contractor is to be arranged
- (iv) Panto - this was discussed at the Civic Hall Working Group, and it was decided it was too late to organise a Panto for 2019.
- (v) War Memorial - the Deputy Town Clerk will bring a report forward soon

It was **RESOLVED** that the Town Clerk would implement a programme to bring forward reports and reviews on the services that it funds / provides.

The Town Clerk noted that the vehicle to be used by the Neighbourhood Wardens has arrived and will be live next week once the radio has been installed. The other vehicle is still with the manufacturers.

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DATE, TIME AND VENUE OF NEXT MEETING

Tuesday, 23rd April 2019, 6.30pm, Civic Hall, Stanley