

MINUTES of the ORDINARY MEETING OF STANLEY TOWN COUNCIL Held at Stanley Civic Hall on Tuesday 25th February 2020 at 6.30pm

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

*Chairman

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

OTHERS IN ATTENDANCE: 1 member of the public

ABSENT: Cllr L Christie

204 **APOLOGIES FOR ABSENCE**

Apologies from Cllrs J Clark, A Clegg, J Kane & J Stephenson were accepted by Council.

205 **DECLARATIONS OF INTEREST**

Cllrs J Nicholson, L Timbey, M Davinson & C Marshall declared a non-pecuniary interest in Item 9 - Requests for Discretionary Community Use of the Civic Hall as a County Councillor on the Masterplan Steering Group.

206 **TOWN MAYOR'S ANNOUNCEMENTS**

The Town Mayor noted the following appointments since the last Full Council meeting on 21st January 2020:

- 25 January - Staff and Councillors catch up
- 28 January - Launch of Stanley Kicks at North Durham Academy
- 29 January - Tree planting ceremony with Stanley Rotary
- 5 February - Strategic Grant Funding photo shoot with Beamish Sparks
- 8 February - Dick Whittington Panto at the Civic Hall
- 12 February - Advice event in the Civic Hall
- 14 February - Spennymoor Town Hall - The Jersey Tones
- 16 February - West Stanley Memorial
- 20 February - Acton Dene litter pick

The Town Mayor also informed Members that Cllr A Clegg was recovering from his operation in hospital and we all wish him a speedy recovery.

The Town Clerk noted that the Council was filming the meeting, 1 member of the public was also filming. Members were asked to be recognised by the Town Mayor and to stand before speaking and for mobile phones to be switched to silent or turned off. 207

LEADERS STATEMENT

Cllr L Timbey noted that he had also attended the West Stanley Memorial, which was a great event which STC should keep in the calendar every year. He also advised that Stanley held 2 bowls competitions on the 15th and 16th February. All competitors really enjoyed the event and Cllr Timbey praised the Indoor Bowls Centre for bringing a lot of people into the Stanley Area.

208 PUBLIC PARTICIPATION

Nothing was received in writing prior to the meeting and no questions were asked during the meeting.

209 CONFIRMATION OF MINUTES

It was proposed by Cllr M Davinson, seconded by Cllr C Bell and **RESOLVED** that the minutes of the Ordinary Council meeting held on 21st January 2020 be **APPROVED** and signed as a correct record by the Town Mayor.

210 COMMITTEE MINUTES

It was **RESOLVED** that Council **RECEIVE** the minutes of the Finance & GP Committee meeting held on 18th February 2020.

211 STRATEGIC GRANTS FUND PANEL

It was proposed by Cllr M Davinson, seconded by Cllr G Binney and **RESOLVED** that Council **APPROVE** the changes to the Strategic Grant Funding policy, changes to the application form and the introduction of the new guidance notes.

212 REQUESTS FOR DISCRETIONARY COMMUNITY USE OF THE CIVIC HALL

It was proposed by Cllr L Timbey, seconded by Cllr G Wilkinson and **RESOLVED** that the Council **APPROVE** the request for use of the Civic Hall to both the Stanley Learning Partnership & the North East Horticultural Society.

It was also **RESOLVED** that a policy should be developed and brought through the Policy Working Group to deal with the allocation of the discretionary room hire budget.

213 COMMUNICATIONS PLAN 2020

The Town Clerk noted the Communications Plan for 2020 which was been developed along side Creo Communications. It was proposed by Cllr C Marshall, seconded by Cllr M Davinson and **RESOLVED** that this be turned into an Activity Action Plan part of a wider Engagement Strategy and that it be extended until May 2021.

214 RESIDENT SURVEY

The Town Clerk presented his report in relation to repeating the resident survey from 2016. It was proposed by Cllr L Timbey, seconded by Cllr C Marshall and **RESOLVED** that a task and finish group (2 Labour Councillors, 1 Independent Councillor) be set up to manage the process of agreeing the questions for the survey,

and how to collect and collate responses. They will then bring proposals back to Council.

2 Labour Councillors will be C Marshall & M Davinson.
1 Independent Councillor TBC.

215 **STANLEY MASTER PLAN**

Durham County Council estimated that the cost of appointment of consultants to undertake the production of the Stanley Master Plan will be in the region of £120,000. £85,000 has been allocated by Durham County Council. It was proposed by Cllr M Davinson, seconded by Cllr G Binney and **RESOLVED** that Stanley Town Council allocate the remaining £35,000 to allow the plan to be completed.

216 **COUNCIL ACTIONS UPDATE**

The Town Clerk noted the following actions updates:

- Road Safety Visor - no progress.
- Stanley Fund - there is a meeting on Monday 2 March, 6pm at the Civic Hall to discuss what the progress of the project.
- Comms Plan - Council have considered the proposed Comms Plan under Item 10.
- Local Council Award Scheme - to be completed by the end of March.
- IT & Telephones - the Deputy Town Clerk is looking into issues with the phones and WIFI.
- South Moor Miners Banner - work ongoing and progressing.
- Louisa Morrison Disaster Installation - details of the launch will be released this week.

The updates were **ACCEPTED** by Council.

217 **EXCLUSION OF PRESS AND PUBLIC***

*Recording of proceedings was 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:
Confidential Staffing Matters*

218 **STAFFING MATTERS (i) Facilities Officer**

It was proposed by Cllr M Davinson, seconded by Cllr D Tully and **RESOLVED** that the new job description is agreed and added to the establishment and that the Town Clerk should be **DELEGATED** authority to advertise the position internally and report back if the post cannot be filled through internal recruitment.

(ii) Town Clerk

Following the receipt of the Town Clerk's resignation, it was proposed by Cllr L Timbey, seconded by Cllr D Marshall and **RESOLVED** that a task and finish group (4 Labour Councillors and 2 Independent Councillors) be set up to oversee the whole process with Full Council signing off the final appointment. The first meeting will be held on Monday 9th March 2020 at 2pm in the Civic Hall.

4 Labour Councillors will be L Timbey, G Binney, C Marshall & J Stephenson.
2 Independent Councillors TBC.

(iii) Disciplinary Policy

It was proposed by Cllr L Timbey, seconded by Cllr D Tully and **RESOLVED** that the following motion be **APPROVED**:

"It has come to my attention that the Disciplinary Policy which the Council adopted in March 2019 delegated responsibility for staff discipline matters to the Town Clerk. This is in conflict with the Council's constitution and needs to be rectified as a matter of urgency.

I move that the policy is amended to reflect the Constitution, and the delegation to the
Town Clerk is REMOVED so that disciplinary matters are heard by a member panel."

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DATE, TIME AND VENUE OF NEXT MEETING

Tuesday 24th March 2020, 6.30pm, Stanley Civic Hall