
MINUTES of the ORDINARY MEETING OF STANLEY TOWN COUNCILHeld via Microsoft Teams on Tuesday 23rd March 2021 at 6.30pm

PRESENT: C Hampson* C Bell G Binney A Clegg
 M Davinson J Kane C Marshall D Marshall
 J McMahan B Nair J Nicholson J Stephenson
 L Timbey D Tully J Tully

*Chairman

OFFICERS: James Black (Town Clerk)
 Alan Tubman (Deputy Town Clerk)
 Nicola James (Senior Administration Officer)
 Ann Barry (Finance Officer)
 James Harper (Operations Manager)

ABSENT: Cllrs J Clark & J Pallas

Prior to the start of the meeting, the Town Mayor made the following announcement.

Good evening everyone and welcome to our remote meeting of Stanley Town Council. This meeting is taking place on Tuesday 23 March 2021 at 6.30pm and is streamed live to YouTube. I am Councillor Carole Hampson, Mayor of Stanley, and I will be chairing the meeting tonight. I would like to extend a warm welcome to our guest speakers, Members, Officers, members of the public and media who are watching this live stream.

Before I commence with the formal business on the agenda, I would like to cover the housekeeping issues for us all to follow.

For those taking part in the meeting could you please only speak when invited to speak by myself as chair, keep your microphone on mute at all times unless invited to speak. If you wish to speak please use the raise hand function. Once invited to speak, please introduce yourself with your name and position unless you have already introduced yourself earlier in the meeting. If you are having issues with connectivity, try switching off your video and use the audio function. If connectivity issues continue, you may have to leave the meeting and re-join to get a better signal. If a vote is needed, a roll call of Councillors names will take place, after your name is called, please unmute your microphone and state whether you are for, against or abstaining then mute your microphone again.

Please follow these simple rules as it will help us run the meeting as efficiently as possible.

I will be pausing briefly when questions and comments are being invited to allow members to register their intention to speak.

Please be patient should we encounter any issues. Thank you.

118 APOLOGIES FOR ABSENCE

Members **ACCEPTED** apologies from Cllr G Wilkinson & H Clark.

119 DECLARATIONS OF INTEREST

Cllrs M Davinson, J Stephenson & D Tully declared an interest in Item 19 (Staffing Report) and will leave the meeting at the exclusion of press and public.

Cllrs C Marshall & J McMahon declared a pecuniary interest in Item 11 (Events Management Contract) and will leave the meeting and not take part in any vote.

120 TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor made the following announcement:

Since our last Town Council meeting, I have not attended any events or ceremonies. I have however continued to support residents, businesses and communities in the area with numerous queries and concerns that they have had. I would like to pass on my continued thanks, to all the organisations and individuals, who are helping support our communities to survive. My deepest condolences to those who have lost family and friends and to anyone in hospital, I wish you a speedy recovery and hope you are home soon.

Although restrictions are starting to ease, and the vaccine is being rolled out, it is still not over, we must still be aware the virus is out there, and think about the safety of others and ourselves and we will get there in the end. Thank you to each and every one of you.

The Town Clerk noted that on the 25th March, Stanley Town Council will enter the pre election period (purdah) and the public may notice a difference in the information we publish i.e facebook posts / press releases.

It was agreed that Item 20 (#137 date, time and venue of the next meeting) be brought forward before the exclusion of press and public.

The Town Clerk checked that all Members could hear, see and have all the meeting papers with them.

121 LEADER'S STATEMENT

The Leader of the Council, Cllr L Timbey, made the following statement:

A year today, we went into lockdown. We all should remember those who have lost their lives to COVID and the families who have been affected through this. We clapped every week for the NHS staff and care workers who carried on working throughout the pandemic. This Tory Government stated they appreciated the NHS staff and all the work they have done and decided to propose a 1% pay rise for all NHS staff and care workers. This is a disgrace and in real money terms it is a pay cut. I would like Stanley Town Council to support the NHS staff and demand this Tory Government give the NHS and care staff a decent and proper pay rise.

I also thank Stanley Town Council staff for their determination and resilience, often going over and above what was being asked of them. I would like to thank everyone for their hard work and providing a vital support for our communities, making information and advice available for all.

Stay safe and take the jab when offered. Thank you.

122 PUBLIC PARTICIPATION

Nothing was received in writing prior to the meeting and no members of the public were in attendance.

123 CONFIRMATION OF MINUTES

It was proposed by Cllr J Stephenson, seconded by Cllr A Clegg and **RESOLVED** that the minutes of the Ordinary Council meeting held on the 23rd February 2021 be **APPROVED** and signed by the Town Mayor as a true record.

124 COMMITTEE MINUTES

It was proposed by Cllr M Davinson, seconded by Cllr J Kane and **RESOLVED** that Council **RECEIVE** the minutes of the Finance & GP Committee held on 9th March 2021.

125 NEIGHBOURHOOD WARDENS SERVICE

Council **NOTED** the update report from Belinda Snow, Neighbourhood Warden Co-Ordinator (Durham County Council) in relation to the Service Level Agreement currently in place.

126 SHAID

Council **NOTED** the presentation from Kevin Howe, SHAID CEO.

127 CIVIC HALL FLAGS ANNUAL PLAN

The Deputy Town Clerk presented his report in relation to flying of flags outside the Civic Hall. It was proposed by Cllr J Stephenson, seconded by Cllr D Marshall and **RESOLVED** by unanimous recorded vote that the flag protocol presented be agreed and that the purchase of additional flags up to £475 be approved to come out of the Heritage budget in 2021/22.

128 EVENTS MANAGEMENT CONTRACT

Cllrs C Marshall & J McMahon left the meeting.

The Deputy Town Clerk presented his report in relation to the Events Management Contract. It was proposed by Cllr L Timbey, seconded by Cllr G Binney and **RESOLVED** by majority recorded vote that:

- (i) The Town Council will roll over the final year of the contract with Alan Hillary Events Ltd to cover 2021/22.
- (ii) Officers are to explore possible options for the management of events / events contract 2022/23 and beyond.
- (iii) The Town Council will roll over funding to Stanley Events for the cancelled 2020 fireworks event.
- (iv) Officers are to explore options to ensure the fireworks events continues beyond 2022.

- (v) Officers to look at increased partnership working to add value to events.

Recorded vote:

For: Cllrs G Binney, A Clegg, M Davinson, C Hampson, J Kane, D Marshall, B Nair, J Nicholson, J Stephenson, L Timbey, D Tully, J Tully

Abstain: Cllr C Bell

Cllrs C Marshall & J McMahon rejoined the meeting.

129 BUDGET PLANS

The Town Clerk outlined the information in the report in relation to the budget plan for 2021/22. It was proposed by Cllr J Stephenson, seconded by Cllr A Clegg and **RESOLVED** by unanimous recorded vote that:

- (i) The following strategic plans be produced by officers and presented to the Finance & General Purposes Committee following elections, with a timeline of the plans development provided as soon as possible:
 - a. Civic Hall Capital Works programme including Improvement Works
 - b. Community Engagement Plan
 - c. Environmental Services Strategic Plan
 - d. Civic Hall Strategic Plan
 - e. Grant Funding Strategic Plan
- (ii) All other areas of expenditure are delegated to the Town Clerk, in line with the budget heading, reportable to Finance and General Purposes on a regular basis.
- (iii) The current arrangements with CREO continue but that Officers need to increase communications with CREO to make better use of the contract.
- (iv) The current Environmental Services vehicle hire is continued until after the Elections and that the Town Clerk present a feasibility study into the costs of purchase vs the costs of hire over a three-year period, to Finance and General Purposes.
- (v) Council approve the renewal of Durham County Council contracts for the year 2021/22 as outlined in 4.3 of the report.

130 EVENTS WORKING GROUP UPDATE

Council **NOTED** the report provided by the Deputy Town Clerk.

131 POLICY WORKING GROUP UPDATE

Council **NOTED** the report provided by the Deputy Town Clerk.

132 ST CUTHBERTS & TANFIELD

The Deputy Town Clerk noted the report. It was proposed by Cllr J Stephenson, seconded by Cllr A Clegg and **RESOLVED** by unanimous recorded vote that:

- (i) Council will donate the remaining £4,694 from the heritage budget to the project.

- (ii) The Town Council will continue to work with the AAP on the development and delivery of this project.

133 BUILDING COMPLIANCY CONTROL

The Town Clerk presented his report around the Town Councils compliance regarding health and safety regulations.

Council **NOTED** the report.

134 STANLEY ADVICE AND SUPPORT SERVICES

The following motion was proposed by Cllr C Marshall and seconded by Cllr J Stephenson.

Stanley Town Council continues to lead in the support and advice that is made available to its residents by the commitment it has provided to the Stanley Advice and Support Services partnership over the past three years.

The Partnership brings together several organisations across the sector including Citizens Advice County Durham, Durham Welfare Rights and the Durham Christian Partnership, all housed in a single venue. It is a one stop shop for the residents of Stanley. It is viewed both locally and regionally as an exemplar of best practice, setting the bar high in terms of service provision, value for money and partnership working.

As the country moves to more normal times, residents will need the service's help more than ever, we must ensure continuity of service when our residents need it the most.

The Labour Group proposes to extend the current arrangements for a further year, until June 2022, during which extension, a full-service review including public consultation and engagement with partners should be undertaken.

A fully transparent tendering process should be completed in time for the next contract expiry date.

Any changes to the Advice Service, following Durham County Councils review into Advice Services across the County, should be referenced in the extension, with any changes reported back at the earliest opportunity.

It was **RESOLVED** by unanimous recorded vote to approve the motion

To extend the current arrangements for a further year, until June 2022, during which extension, a full-service review including public consultation and engagement with partners should be undertaken.

A fully transparent tendering process should be completed in time for the next contract expiry date.

Any changes to the Advice Service, following Durham County Councils review into Advice Services across the County, should be referenced in the extension, with any changes reported back at the earliest opportunity.

The Town Clerk confirmed that this process was legal.

135 EXCLUSION OF PRESS AND PUBLIC

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: *Staffing confidentiality*.

Cllrs M Davinson, J Stephenson & D Tully left the meeting

136 STAFFING REPORT

It was proposed by Cllr L Timbey, seconded by Cllr C Marshall and **RESOLVED** by unanimous recorded vote that:

- (i) Council approve the amendment to the staffing restructure in line with the consultation findings in point 3 of the report.
- (ii) Council approves the current ring-fencing arrangements.
- (iii) The staffing restructure is to be implemented.
- (iv) Any appropriate redundancies are approved.
- (v) Council approves to pay contractual notice pay and/or redundancy pay.

137 DATE, TIME AND VENUE OF NEXT MEETING

This item was dealt with before the exclusion of the press and public

Tuesday 27th April 2021, 6.30pm, via Microsoft Teams