

**MINUTES of the ORDINARY MEETING OF STANLEY TOWN COUNCIL**  
**Held at Craghead Village Hall, Stanley on Tuesday 21st June 2016 at 6.30pm**

**PRESENT:** J Nicholson\*                      G Graham                      W Nixon                      L Elliott  
                   D Marshall                      D Mills                      L Marshall                      M Wilkinson  
                   B Nair

\*Chairman

**OFFICERS:** Alan Shaw (Town Clerk)  
                   Nicola James (PA to the Town Clerk)  
                   James Harper (Community Development Manager)

**IN ATTENDANCE:** Evelyn Watson - Ruffles

**63                      APOLOGIES FOR ABSENCE**

Apologies received from Cllrs A Clegg, C Thompson, R Harrison, D McMahon, D Tully, C Bell, D Walker, J Charlton and R Ferris were accepted by Council.

**64                      DECLARATIONS OF INTEREST**

None.

**65                      PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIRMAN**

The Clerk reminded members to speak through the chair and to stand when speaking. No Members were recording the meeting.

**66                      PUBLIC PARTICIPATION**

There were no questions from the public.

**67                      CONFIRMATION OF COUNCIL MINUTES**

It was raised that apologies accepted by Council at the meeting of 14 June 2016 should not have been questioned further in the meeting once accepted at item 1. It was also raised that the meeting was quorate and Cllr D Marshall was disappointed that a decision could not be made.

It was **RESOLVED** that the minutes of the Annual General Meeting held on 24th May 2016 be approved as a correct record and signed by the Chair.

It was **RESOLVED** that the minutes of the Extraordinary Meeting held on 7th June 2016 be approved as a correct record and signed by the Chair.

It was **RESOLVED** that the minutes of the Extraordinary Meeting held on 8th June 2016 be approved as a correct record and signed by the Chair.

It was **RESOLVED** that the minutes of the Extraordinary Meeting held on 14th June 2016 be approved as a correct record and signed by the Chair.

**68 MINUTES OF COMMITTEE MEETINGS**

It was **RESOLVED** that the following minutes be **RECEIVED** by Council.

- Crime and Community Safety 4th May 2016
- Communications and Events 10th May 2016
- Finance and General Purposed 11th May 2016
- Communications and Events 7th June 2016
- Planning 14th June 2016

Cllr D Marshall noted that his request (item 689) at Finance and General Purposes on 11th May 2016 has still not been resolved. Cllr Marshall further requested a breakdown of events that the Town Council have put on in the Civic Hall and what the costs incurred were.

**69 RECOMMENDATIONS OF COMMITTEE MEETINGS****Crime and Community Safety**

It was **RESOLVED** that the Council should obtain permission from DCC and then procure properly constructed metal frames to secure banners advertising Council community events on roundabouts on the A693. Officers to get the best price.

**Finance**

It was **RESOLVED** that an earmarked reserve of £10,000 be created for the commemoration of the centenary of the end of the first war.

It was **RESOLVED** that the Council should create an earmarked reserve of £20,000 be created to cover election costs. Following the next election, £5,000 should be transferred into the reserve annually to offset the costs of the following election.

It was **RESOLVED** that an adequate budget be created to cover the cost of DBS checks for elected members and relevant staff.

It was **RESOLVED** that the Council establishes an earmarked reserved for capital improvements in parks, play areas and open spaces and a transfer of £8,000 per year be made from the general reserve.

**Communications and Events**

It was **RESOLVED** that Members and officers should be given a presentation in Council on Dementia Awareness to make the Council a dementia friendly employer.

It was **RESOLVED** that the Civic Hall Manager should be given authority to replace the theatre curtain in the hall as the current curtain is a black out curtain that was not designed to be a front of stage curtain. Quotes have been obtained and expenditure will be in the region of £1500 to be financed from the loan.

It was **RESOLVED** that a staff discount should be introduced for STC staff in the Coffee shop of 20%. Staff of Durham County Council and Leisureworks should be offered a 10% discount on production of the appropriate ID.

It was **RESOLVED** that the Deaf Club should continue to receive free room hire.

It was **RESOLVED** that the Civic Hall manager should be given authority to procure 2 x AV screens for use by hirers and as information screens within the public areas.

It was **RESOLVED** that people who are carers supporting people who would be unable to attend events in the hall independently should be given free tickets, up to a maximum that we can accommodate per performance. The disabled person should pay the appropriate applicable rate for their ticket.

It was **RESOLVED** that a budget of £750 should be allocated from the Groundworks budget to enable planting up of the coal tubs on the roundabouts on the A693.

70                    **ACCOUNTS FOR PAYMENT AND BANK RECONCILIATION**

It was proposed by Cllr D Mills, seconded by Cllr J Nicholson and **RESOLVED** that dispensation be granted to Cllrs D and L Marshall and that they do not need to leave the room when Council discuss payments to Graphic Print.

It was proposed by Cllr W Nixon, seconded by Cllr B Nair and **RESOLVED** that members approved the payment of accounts for May 2016 and noted the bank reconciliation.

71                    **BUDGETARY CONTROL**

It was **RESOLVED** that members noted the report of the Finance Manager on budgetary control and that no action was required.

72                    **CHRISTMAS LIGHTS**

Members **RESOLVED** that:  
 (i) No additional wraps be provided for 2016 and  
 (ii) The provision of additional tree fairy lights as detailed in the report from the CDM should be allocated funding for 2016.

73                    **FORWARD PLAN**

Members considered the draft forward plan from the Town Clerk and **APPROVED** the outlined proposal.

74                    **CHRISTMAS LIGHTS**

Members considered the Street Furniture Licence from DCC. Members **RESOLVED** that the Council should sign off the agreement.

**75 CIVIC HALL INTERIOR DESIGN PROPOSAL**

Members received a presentation from Evelyn Watson from Ruffles. Items discussed that were not in the written brief were:

- Back corridor - lighting, painting and artwork to be used to refresh the area.
- Internal doors - these are to be polished and the 'donkey' coloured doors to be painted a lighter colour.
- Banister to Bamburgh - this is to be repainted or changed.

Members **RESOLVED** to agree the outline brief from Evelyn and that the officers be actioned to get the best price for the work and give a full breakdown to members.

**76 EXCLUSION OF PRESS AND PUBLIC**

\*Members recording the proceedings 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: To consider professional legal advice.*

**77 CHAIRMAN'S AWARDS**

Members **RESOLVED** that the nominations put forward by Cllr C Thompson be approved.

**78 DATE, TIME AND VENUE OF NEXT MEETING**

Tuesday 19th July 2016, 18:30 at Stanley Civic Hall