



Stanley Town Council

NOTICE OF MEETING

I hereby give notice that an Ordinary meeting of Stanley Town Council will be held on Tuesday, the 26th September 2017 at 6.30 pm at Stanley Civic Hall, Front Street, Stanley, DH9 0NA.

TO ALL MEMBERS of STANLEY TOWN COUNCIL

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

You are hereby summoned to attend an **ORDINARY MEETING** of Stanley Town Council to be held in Stanley Civic Hall, on Tuesday the 26th September 2017 at 18.30 in order to transact the following business:

Yours sincerely,

Alan Shaw
Town Clerk
19th September 2017

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 PROCEDURAL/ APPROPRIATE ANNOUNCEMENTS FROM THE TOWN MAYOR

The Town Mayor will welcome James Kane, the newly elected member for Stanley Hall Ward to the Council.

To **RECEIVE** any further announcements from the Town Mayor or Town Clerk.

4 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*).

5 CONFIRMATION OF COUNCIL MINUTES

To **APPROVE** as a correct record and sign the minutes of the following meeting:

27th July 2017 Ordinary Council **(ATTACHMENT A)**

6 MINUTES OF OTHER MEETINGS

To **RECEIVE** the minutes of the following meetings:

12th September 2017 Projects & Initiatives Committee **(ATTACHMENT B)**

13th September 2017 Finance & Governance Committee **(ATTACHMENT C)**

7 ELECTION OF DEPUTY TOWN MAYOR

Following the passing of the serving Deputy Town Mayor Cllr Geoff Graham in June, Council is requested to **ELECT** one of their number to the office of Deputy Town Mayor.

8 CORRESPONDENCE

The Town Clerk will table any relevant correspondence received since the last Full Council meeting on 27th July 2017.

9 RECOMMENDATIONS OF COMMITTEE MEETINGS

The following **RECOMMENDATIONS** of Committee meetings held since the last Ordinary Council meeting in July 2017 require consideration by Full Council:

(a) PROJECTS & INITIATIVES

At a meeting held on 12th September 2017, the Projects and Initiatives Committee made the following **RECOMMENDATIONS** to Council:

- (i) **Christmas Events** - Committee deferred consideration of the draft specification and stated that matters for immediate decision should be presented to Full Council for consideration.

RECOMMENDATION OF THE TOWN CLERK: There is insufficient time to conclude a commercial tender exercise to procure the Christmas event. Officers should be instructed to deliver the event in line with that outlined in the draft specification. **(ATTACHMENT D)**

- (ii) **Play in the Park** - The Council should continue to provide events in 2018

(b) **FINANCE**

At a meeting held on 13th September 2017, the Projects and Initiatives Committee made the following **RECOMMENDATIONS** to Council:

- (i) **MIF Policy** - Committee has decided to review the current policy and bring **RECOMMENDATIONS** to Full Council. A working group has been established.
- (ii) **Financial Information** - Committee has begun a review of the financial arrangements in place for the Council and has concluded that whilst capacity exists to perform the necessary accounting to meet business and statutory requirements, they require more detailed analysis of the Civic Hall's accounts in order to make informed decisions/ recommendations about the Civic Hall. Committee is **REQUESTING** that the Council authorises additional hours for the Finance Officer to produce the reports and information required.
- (iii) **DBS Checks** - The Council should implement a policy of compulsory DBS checks for elected members in line with the policy adopted by Durham County Council. The Town Clerk should also arrange for the production of official identification for members and staff. If this cannot be accomplished within the existing budget, additional expenditure should be authorised.
(ATTACHMENT E)
- (iv) **Apprentices** - Committee considered that recruiting an apprentice administrator would be a positive step in promoting young people in work. Council should:
 - Authorise the Committee to evaluate the best local providers of apprentice placements;
 - Authorise the Committee to undertake the recruitment of an administrator apprentice for a 12 month period;
 - **CONSIDER** whether the Council could also support a customer service apprenticeship in the Civic Hall.
(ATTACHMENT F)

Council is requested to **CONSIDER** the **RECOMMENDATIONS** from Committees and **DECIDE** what to do.

10 **GRANT FUNDING APPLICATIONS**

(ATTACHMENT G)

The Council's grant funding policy is attached. The Council invites applications for grant funding to be considered at the Ordinary Council meetings in September and March each year. The following applications have been received for consideration at the forthcoming meeting.

Applicant	Amount Requested	Purpose
Derwentside MIND	£10,000	Mental Health Services
Stanley Events	£10,000	Fireworks Display
NE Horticultural Society	£6,000	Pot Leek Show (2018)
NE Horticultural Society	£392	Room Hire (Civic Hall)
Stanley Indoor Bowls	£20,000	Building Refurbishment
Joan Dodds	£3,000	Brass Band Competition
SHAID	£13,000	My House My Home
Stanley FC U8s	£710	Strip/ Training Equipment

Council is requested to **CONSIDER** the funding applications and **DECIDE** what to do.

RECOMMENDATIONS

Projects & Initiatives: Deferred to Finance Committee

Finance & Governance:

- (i) The Council's Grant Funding policy and criteria are not sufficiently robust and should be reviewed urgently before making awards from the General Grants budget. The Committee has established a Working Group to review the policy.
- (ii) The consideration of applications from the General Grants budget should be deferred until the policy has been reviewed and amended as required.
- (iii) There is a separate budget for fireworks so this application should be considered separately.

11 CIVIC REGALIA

The Council is requested to **CONSIDER** whether or not additional Civic Regalia should be obtained for the use of the Town Mayor's consort and the Deputy Town Mayor whilst on official business.

12 LOUISA MORRISON MEMORIAL

The Town Clerk has been in discussion with a number of parties concerning the relocation of the Louisa Morrison memorial. There are in the community strong feelings and reasons for the placing of the memorial both at an alternative location in Annfield Plain and in Stanley at the former pit head where the men descended.

A compromise solution has been proposed whereby the original stone would be relocated to Stanley in the area between the Civic Hall and the Louisa Centre and a new stone which is more stylistically in keeping with the adjacent war memorial setting will be placed in Annfield Plain Park. Members of the public and relatives of the men have indicated they would make a financial contribution to the Town Council to assist. Officers are in discussion with DCC about the relevant licences and consents which would be required to place and maintain two stones and the AAP about a further potential financial contribution.

Council is requested to **CONSIDER** the proposal outlined above and **DECIDE** what to do.

13 DATE, TIME AND VENUE OF NEXT MEETING

Tuesday 24th October 2017, 6.30 pm, 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.