

**MINUTES OF ORDINARY MEETING OF STANLEY TOWN COUNCIL  
HELD AT STANLEY CIVIC HALL, FRONT STREET, STANLEY, DH9 0NA  
TUESDAY 28<sup>th</sup> APRIL 2015 6.30pm**

**PRESENT**

C. Bell	A. Clegg	L. Elliott	R. Ferris	R. Harrison
C. McKee (6.38)	D. Marshall	L. Marshall	D. Mills	J. Nicholson
W. Nixon	C. Thompson	D. Tully	D. Walker	M. Wilkinson
G. Graham				

**A**

**APOLOGIES**

J. Charlton	D. McMahon	B. Nair
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**ABSENT**

T. Davinson

**OFFICIALS**

J. Harper – Community Development Manager (Acting Clerk for this meeting)  
B. Hall – Community Services Officer  
C. Howe – Civic Hall Manager  
N. James – PA (Note Taker)

Cllrs L. Marshall and B. Nixon are recording this meeting.

STC.226-14 **APOLOGIES**

Apologies received from Cllrs J. Charlton, D. McMahon and B. Nair were accepted by the Council.

STC.227-14 **DECLARATION OF INTEREST**

Cllr Bell declared an interest as Chair of the Traders.

STC.228-14 **PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIRMAN**

The Chairman noted that for item 11.2 the word 'staffing' is to be removed from the agenda.

STC.229-14 **MINUTES**

It was proposed by Cllr D Mills, seconded by Cllr R Harrison and **RESOLVED** that:  
The minutes of Full Council on 24.03.15 be approved as a correct record.

It was proposed by Cllr D Mills, seconded by Cllr C Bell and **RESOLVED** that:  
The minutes of Full Council on 07.04.15 be approved as a correct record.

It was proposed by Cllr D Mills, seconded by Cllr B Nixon and **RESOLVED** that:  
The minutes of Crime and Community Safety on 10.03.15 be received.  
The minutes of Communications and Events on 04.03.15 be received.  
The minutes of Planning on 17.02.15 be received.

STC.230-14 **PUBLIC PARTICIPATION**

Cllr David Walker requested that the reports for meetings be uploaded to the website along with the agendas. It was agreed that this will be discussed in a future meeting.

There were no written questions from members of the public.

*3 members of the public and Linda Kirk arrived at the meeting 6.35pm.  
Cllr C McKee arrived at the meeting 6.38pm.*

STC.231-14 **COMMITTEES**

**Planning Committee 07.04.15:** Cllr Nixon noted that there were no recommendations from the last meeting. He informed members that the committee had been working with Sustrans to improve signage. He also noted that the committee were looking into taking over the War Memorial at Annfield Plain and that James will bring costings to a future meeting. Members **RECEIVED** these notes.

**Crime & Community Safety 08.04.15:** Brian updated members on the following:

- Rats – Brian is liaising with DCC to deal with the issue of rats in the front street.
- Abused parking on the front street – DCC are working on a plan to combat this issue.
- Pink poo – The committee had purchased 50 cans of pink spray paint to start off a new initiative to combat dog fouling.
- The Word – The Word is on schedule, invitations have been sent out and the 2 days should be a success.
- OTIS – A survey has been created ready for residents to complete at coffee mornings, street PACTs and online. Post cards and press releases will be going out to inform residents of the dates of the May Events.
- Blooming good fun – The competition has been set up, slightly different from last year, with more categories. Members agreed a £2000 budget.

Members **RECEIVED** these notes and recommendations.

**Communications & Events 14.04.15:** Cllr David Mills noted the following:

- Events working groups have been set up. The music working group has met and is progressing ideas.
- Brian is working with Beamish to progress WW1 events.
- The website is progressing and screen prints will be ready at the next committee meeting.

Members **RECEIVED** these notes and recommendations.

**Finance & General Purposes:** There was no meeting in April.

STC.232-14 **LINDA KIRK, JUST FOR WOMEN CENTRE**

Linda Kirk passed around a booklet to members to show what the Just for Women Centre are doing at the moment. Linda noted that the centre helps over 1300 women get into employment or training. Members were asked if they could provide the centre with a grant to help continue their work. Linda was asked to provide a full breakdown to show how much they need and what the money would be spent on.

STC.233-14 **ANNUAL PARISH MEETING**

It was proposed by Cllr D Marshall, seconded by Cllr R Harrison and **AGREED** that the following recommendations be approved:

- The APM be held in the Civic Hall at 6:30pm on Tuesday 19 May 2015.
- A buffet be provided.

- The proposed agenda is agreed with the addition of an item relating to the Civic Hall. Members **AGREED** to invite all partners who we work with on a regular basis to come along to the meeting. They would be welcome to speak at the meeting if necessary.

STC.234-14 **INTERNAL CONTROL**

It was proposed by Cllr D Walker, seconded by Cllr C Bell and **RESOLVED** that this item be deferred until the Acting Town Clerk returns from annual leave.

STC.235-14 **CIVIC HALL LEASE**

Members discussed the report from the Acting Town Clerk. Cllr J Nicholson said that she was not comfortable signing the lease as Vice-Chairman of the Council. It was proposed by Cllr L Marshall seconded by Cllr D Walker and **APPROVED** that Cllr R Harrison sign the lease alongside the Chairman. It was also **AGREED** that the Chairman and Vice-Chairman or, in their absence, any other member of STC be authorised to sign any future legal deed (as long as it had been approved by Full Council), to be witnesses, as appropriate, by the Town Clerk.

STC.236-14 **CIVIC HALL ISSUES**

**Bar Manager Appointment** – it was proposed by Cllr D Walker, seconded by Cllr R Harrison and **APPROVED** that the recommendation from the Personnel committee to appoint Lydia-Anne Lannigan as the Bar Manager for the Civic Hall.

**Other Issues** – Claire brought the following issues to the meeting:

- The ticket/booking system has been ordered. Staff will be trained on 2/3 June. The system will be on 3 pc's and will enable the Civic Hall to print tickets as well as use the booking system. The total cost of the system is £8,000.
- New updated quotes for the theatre seating are coming in around £35-36,000. A decision is needed asap to avoid delays due to school holidays.
- Quotes for starting a coffee shop in the Civic Hall come to around £13,000.
- The Civic Hall now has a wedding licence and a brochure is going to be made to advertise the facilities.

Members noted these issues.

STC.237-14 **EXCLUSION OF PUBLIC AND PRESS**

It was **RESOLVED** that in accordance with Section 1 of the Public Bodies (Admissions to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972, the Council excludes the press and public on the grounds of the confidential nature of the business to be transacted since publicity would be prejudicial to the public interest.

**PART B**

STC.238-14 **STAFFING ISSUES**

**Former Town Clerk** – James noted the report from the Acting Town Clerk. Cllr J Nicholson requested information in relation to STC insurance. The report was noted.

STC.239-14 **DATE, TIME AND VENUE OF NEXT MEETING**

Annual General Meeting, Tuesday 26<sup>th</sup> May 2015, 6:30pm at Stanley Civic Hall.

<b>STANLEY TOWN COUNCIL: CRIME &amp; COMMUNITY SAFETY COMMITTEE</b>			
<b>MINUTES OF MEETING</b>			
<b>MEETING TIME: 18:30hrs;    DATE: 08/04/15;    VENUE: Stanley Civic Hall, Front Street, Stanley, DH9 0NA</b>			
<b>PRESENT - CLLRS: D. Walker, R. Ferris, A. Clegg &amp; J. Nicholson.</b>			
<b>APOLOGIES – CLLRS: B. Nair, C. Thompson, &amp; C. Bell.</b>			
<b>OFFICIALS – D. Shingleton (Acting Town Clerk), B. Hall (Community Services Officer/ Note Taker).</b>			
<b>OTHERS IN ATTENDANCE – Cllrs B Nixon</b>			
<b>MINUTE</b>	<b>SUBJECT:</b>	<b>NOTE/S:</b>	<b>ACTION/S:</b>
CCS.117-14	<b>Item 1 - Apologies</b>	Apologies received from Councillors Nair, Thompson and Bell was accepted by the Committee.	
CCS.118-14	<b>Item 2 - Declarations of Interest</b>	No	
CCS.119-14	<b>Item 3 - Procedural and Appropriate Announcements from the Chairman</b>	The Chair noted that due to the business being discussed, non-committee members were welcome to speak during the meeting.	
CCS.120-14	<b>Item 4 - Minutes</b>	It was proposed by Cllr Walker, seconded by Cllr Nicholson and <b>RESOLVED</b> that the minutes of the Committee meeting held on 10 <sup>th</sup> March 2015, be approved as a correct record.	
CCS.121-14	<b>Item 5 - Public Participation</b>	<p><b>5.1</b> Cllr Nixon told the meeting he believed there was an increasing problem with rats in the town and that people were reporting sightings all over the area. It was <b>agreed</b> that this committee was the appropriate one to raise this issue with and that further enquiries be made into this issue.</p> <p><b>5.2</b> There were no written questions.</p>	

CCS.122-14	<b>Item 6 – Check Point Police presentation</b>	Apologies were accepted from PC Norris for not being able to attend.	
CCS.123-14	<b>Item 7 – Ward issues</b>	<p>Cllr Ferris reported that there was still a problem with fly-tipping and rubbish on the football field and in back yards of houses in New Kyo.</p> <p>Cllr Elliot told the meeting that despite numerous requests to Durham County Council to remove fly-tipped rubbish on a field near her home nothing had been actioned. As a result of this she had experienced personal abuse from people angry at the state of the environment.</p> <p>It was <b>agreed</b> that the matter should be looked into and if DCC had not actioned appropriately a letter expressing disappointment should be sent to DCC.</p> <p>Cllr Nicholson queried the requirement for ward issues to be submitted 10 days before a meeting and that these issues could arise at any time. It was decided that this should be reconsidered.</p>	
CCS.124-14	<b>Item 8 – Current initiatives</b>	<p>8.1 Abused Parking on the Front Street – B. Hall updated the meeting that following a site visit by police, town council and county council officers, a draft plan had been completed and there would be extensive consultation with local traders, market traders and others before a final plan was settled.</p> <p>8.2 Dog Waste Bin – no wardens were present to update about this issue.</p> <p>8.3 Fires in Stanley – SGT Dave Clarke updated the meeting he said that currently there was no difference in the amount of fires in Stanley to other areas in the County however there was a high level of public awareness and reporting levels were high. Following the charge and remand of a local man for arson there had been a run of ‘copy-cat’ fires in particular a fire to the school at Anfield Plain and grass fires at the rear of Iceland. 5 young people had been dealt with in relation to the school fire having admitted their involvement and 4 young people had been dealt with in relation to the grass fires. A number of ‘bin locks’ had been fitted to wheelie bins in the Joicey Gardens area and high visibility reassurance patrols were continuing in the areas affected by the arsons.</p> <p>8.4 SGT Clarke showed the meeting details of an interactive youth pod which he felt would be of benefit to the area. Total costing was around £12000 which included ancillary fitness equipment, maintenance for 2 years and 1 move if it was needed in another area.</p>	

		<p>Cllr Nicholson told the meeting that there were young people everywhere in the area not just in the town centre and that a review of youth provision should be carried out for the whole of Stanley.</p> <p>SGT Clarke showed the meeting details of a firm who carry out youth engagement 'social sense' using a smart phone app.</p> <p>SGT Clarke told the meeting about an initiative started by a local woman spray painting dog poo pink. This had generated a lot of support on facebook and where it had been used in other areas there had been a substantial reduction in dog fouling.</p> <p>It was <b>AGREED</b> that the council should purchase 50 cans of suitable spray paint (organic and biodegradable) which could be distributed to volunteers from the Civic Hall.</p>	
CCS.125-14	<b>Item 9 – The Word</b>	<p>B. Hall updated the meeting with following;</p> <p>Preparations for The Word performance are well advanced. The music tracks and accompanying video have been recorded and are being edited. Invitations to local schools have been sent out and coaches booked for transportation VIP invites will be. sent out by early next week</p> <p>The event begins on Wednesday 20<sup>th</sup> May with a set up in the Civic Hall pupils from secondary schools will assist crew members setting up sound, video, and lighting. Thursday 21<sup>st</sup> May will see a performance in the afternoon to primary school pupils from the town and a VIP performance in the evening. The main event will be on Friday 22<sup>nd</sup> with 2 performances one in the morning and one in the evening attended by pupils from both secondary schools and VIP sports guests. Police will use this event to promote #respectyourstreet initiatives in the area.</p>	

CCS.126.14	<b>ITEM 10 – OTIS</b>	<p>B. Hall updated the meeting with the following;</p> <p>A survey document has been drawn up which will be delivered both in paper and in digital form and a series of events have been planned in New Kyo immediately after the period of purdah; commencing Friday 8<sup>th</sup> May a street pact/ walkabout will be carried out between 11am and 1pm meeting at the Methodist Church. Between Monday 11<sup>th</sup> May and Friday 15<sup>th</sup> May flyers and postcards will be delivered to all houses in the area. Saturday 16<sup>th</sup> May a coffee morning will be held between 10am and noon. On Tuesday 19<sup>th</sup> a further street pact will be held meeting at the Methodist church 5.30pm to 7.30pm and on Thursday 21<sup>st</sup> an afternoon tea will be held between 5.30pm and 7.30pm. The dates and times have been structured to capture the widest possible customer base. During this period a junior pact meeting will be conducted; details to be advised.</p>	
CCS.127.14	<b>ITEM 11 – Blooming good fun</b>	<p>B. Hall updated the meeting with the following;</p> <p><b>1. <u>BACKGROUND</u></b></p> <p>Last year we saw the launch of the Blooming Good Fun Competition 2014'. This proved to be a very successful project with some great entries, promoting an opportunity for the General Public to get involved with the Town Council and also a chance to show off their hard work and pride they take in where they live. There was a really wide range of types of entries - from hanging basket displays, back yards, Police Stations to extensive Gardens. All of which captured different smells and variety of plants, bushes, trees etc.</p> <p>After a very hard job of judging we eventually had a 1st, 2nd &amp; 3rd place (all receiving garden vouches of £150, £100 &amp; £50. However everyone that entered the competition received recognition. We held an Awards Night at the Civic hall, with a drinks reception, buffet and a guest speaker from "Britain in Bloom". There was a really good turn out to the evening and it was enjoyed by all. (so much we were waiting for people to leave in the end).</p>	

In essence, it was fantastic to see members of the public, well and truly "Loving where they Live". All entries were absolutely fantastic

## **2. CURRENT POSITION**

The working group that carried out the competition last year have met recently to discuss progressing this project again this year. We have discussed how we can implement improvement to the project. However we are expecting a larger turn out of entries than last year.

Blooming Good fun is looking for a budget of £2000 to be rolled out on a bigger scale this year.

- 1st, 2nd & 3rd place winners - Total cash prizes = £300
- Advertising (more intense than last year, including banners) = £500
- Award shields/certificates and administration = £300
- Awards night, presentation, buffet & drinks reception = £400
- Contingency (dependant on take up) = £500

## **3. NEXT STEPS**

If the Committee is in agreement, the working group will continue to meet to carry out Advertising, setting criteria of entries, terms and conditions, Application packs & distribution, judging forms and general organisation of the various stages. Once this is complete a timetable of judging dates will be put together and on completion of this, the awards night will be organised and date set for presentation.

## **4. RECOMMENDATIONS**



		<p>To support this project/competition and allow the working group and officers continue to progress and deliver an excellent "Blooming Good Fun" <i>in Stanley</i>.</p> <p>Cllr Nicholson expressed the opinion that this event could have been budgeted before the financial year.</p> <p>It was discussed by members and <b>AGREED</b> that the event should go ahead and that a budget of £2000 be set.</p>	
CCS-128.14	<b>Date, time and venue of next meeting</b>	6 <sup>th</sup> May 2015, 6:30pm, Stanley Civic Hall	
CCS-129.14	<b>Notes taken by B. Hall</b>	<p><b>Minutes agreed by;</b></p> <p>----- (signed);</p> <p>----- (date)</p>	

STANLEY TOWN COUNCIL: COMMUNICATIONS & EVENTS COMMITTEE			
MINUTES OF MEETING			
MEETING: TIME: 18.30hrs; DATE: 14/04/15 VENUE: Stanley Civic Hall, Front Street, Stanley, DH9 0NA			
PRESENT – CLLRS: D. McMahon (Chair), C. Bell, M. Wilkinson, R. Harrison, D. Mills, L. Marshall, D. Tully, C. McKee, A. Clegg & J. Nicholson.			
APOLOGIES – CLLR: R. Ferris			
OFFICIALS – D. Shingleton (Acting Town Clerk), J. Harper (Community Development Manager), B. Hall (Community Services Officer) and N. James (PA/Note Taker).			
OTHERS IN ATTENDANCE – Cllr B. Nixon			
MINUTE	SUBJECT	NOTE/S	ACTION/S
CEC.113-14	<b>Item 1 – Apologies</b>	Apologies received from Cllr R. Ferris were accepted by the Committee.	
CEC.114-14	<b>Item 2 - Declarations of Interest</b>	Cllr Christine Bell declared her interest as Chair of Stanley Traders.	
CEC.115-14	<b>Item 3 - Procedural and Appropriate Announcements from the Chairman</b>	None.	
CEC.116-14	<b>Item 4 – Minutes</b>	It was proposed by Councillor D. Mills, seconded by Councillor A. Clegg and <b>RESOLVED</b> that the minutes of the meeting held on 4 <sup>th</sup> March 2015 be approved as a correct record.	
CEC.117-14	<b>Item 5 - Public Participation</b>	<p><b>5.1</b> There were no questions from any members of the public at the meeting.</p> <p><b>5.2</b> There were no written questions submitted ahead of the meeting.</p>	
CEC.118-14	<b>Item 6 – Events</b>	<p>Members discussed the structure of the Working Groups that will progress the delivery of events.</p> <p>It was <b>AGREED</b> that the Working Groups will provide feedback to Officers on the development and then ideas will be brought to committee for decision.</p> <p>The Acting Town Clerk noted he will be meeting with Carl Marshall to discuss Stanley Events ideas for the Music, Fireworks and Christmas festivals.</p> <p>Working Groups should work with other organisations to progress events.</p>	

		<p>Brian noted that he had met with resident, Doug Carmichael, to see what his ideas were re: Golf Trail. He was also meeting with Sustrans to discuss the Cycling Festival.</p> <p>The Acting Town Clerk noted that the Cycling Festival could be along the lines of Durham Big Ride, with a start and finish in Stanley. Cllr Darren McMahon has contact details of organisers of the Durham Big Ride he will pass to the Working Group.</p> <p>In relation to the Golf Trail, Brian noted that he has already approached local courses. There could be a competition for the Stanley Cup which could lead to Golfing holidays in Stanley.</p> <p>In relation to Blooming Good Fun, Brian noted that the total cost is estimated to be around £2000, which is really good value. There are a few changes to be made from last years competition, however progress is being made.</p> <p>Other event ideas from Cllr Christine Bell:</p> <ul style="list-style-type: none"> <li>- Vintage Tractor event – This could be linked with the Horticultural Show and Tanfield Scarecrow Festival. A Farmers Market could possibly be linked also.</li> <li>- Pool League – The Town Council could host it's own Pool competition in the Civic Hall, which could be to compete for the Stanley Cup.</li> <li>- Roman Festival</li> </ul> <p>Members <b>AGREED</b> to put their names to Working Groups, and arrange to get together to progress all events.</p>	
CEC.119-14	<b>Item 7 – WW1</b>	<p>Brian noted that he has met with Gemma from Beamish to discuss a possible event on 8/9 August. There will be various events throughout the day, with the Silver Singers and South Moor Choir providing music. There would be re-enactment groups, displays of uniforms and weapons, and knitting ladies who would interact with the public.</p> <p>Cllr Linda Marshall requested that the Town Clerk look into the Heaviside Walk for the next meeting.</p>	
CEC.120-14	<b>Item 8 – Website</b>	<p>The Acting Town Clerk noted that the Website was progressing, however he was unable to prepare a print out of the draft website for this meeting. Further progress will be given to Committee at the next meeting.</p>	

CEC.121-14	<b>Date, Time and Venue of Next Meeting</b>	12 <sup>th</sup> May 2015, 6:30pm, Stanley Civic Hall.	
	<b>Notes taken by Nicola James</b>	<b>Minutes approved by:</b> ----- (Chair);  ----- (Date)	

DRAFT

**STANLEY TOWN COUNCIL**  
**FINANCE & GENERAL PURPOSES COMMITTEE**

**MINUTES**

**MEETING: TIME: 18:30; DATE: 11/03/15; VENUE: Stanley Civic Hall, Front Street, Stanley, DH9 0NA**

**PRESENT: CLLRS: D. Walker (Acting Chair), B. Nair, D. Tully, R. Harrison, D. Mills, R. Ferris, A. Clegg and J. Nicholson.**

**APOLOGIES: CLLR: D. Marshall.**

**ABSENT: CLLRS: T. Davinson, C. Bell.**

**OFFICIALS: D. Shingleton (Acting Town Clerk), N. James (PA/Note Taker).**

**OTHERS IN ATTENDANCE: Cllr B. Nixon.**

<b>MINUTE</b>	<b>SUBJECT:</b>	<b>NOTE/S</b>	<b>ACTION/S</b>
FGP.90-14	<b>ITEM 1 - Apologies</b>	Apologies received from Cllr D. Marshall were accepted by the Committee.	
FGP.91-14	<b>ITEM 2 - Declarations of Interest</b>	None.	
FGP.92-14	<b>ITEM 3 - Procedural and Appropriate Announcements from the Chair</b>	None.	
FGP.93-14	<b>ITEM 4 - Minutes</b>	It was <b>RESOLVED</b> that the minutes of the meeting held on 11 <sup>th</sup> February 2015 be approved as a correct record.	
FGP.94-14	<b>ITEM 5 - Public Participation</b>	There were no public in attendance, and no written questions submitted before the meeting.	
FGP.95-14	<b>ITEM 6 - Invoices for Payment and Bank Reconciliation</b>	The Acting Town Clerk talked members through his report. It was <b>RESOLVED</b> that Members: <ul style="list-style-type: none"> <li>a) Approve the payments schedules.</li> <li>b) Note the total balances at the bank at the end of February 2015.</li> <li>c) Note that the bank balances and Sage accounting figures both agree, indicating</li> </ul>	

		that all transactions are properly accounted for.	
FGP.96-14	<b>ITEM 7 - Civic Hall Income and Expenditure</b>	<p>The Acting Town Clerk noted his report on Income and Expenditure.</p> <p>Members questioned the cost of electricity again. The ATC noted that his Brother In Law would be coming in next week to look at the electricity usage in the building. The Hub will also be questioned as to where they receive their electricity and gas from and how much they pay each month.</p> <p>Cllr Nicholson questioned the charges for taking card payments. It was discussed that as they were increasing each month, and the Council were being charged for banking cash, it might be worth looking into changing banks to where charges were not incurred for banking money.</p> <p>It was <b>RESOLVED</b> that members noted the situation with Income and Expenditure.</p>	<p><b>Derek</b></p> <p><b>Derek</b></p>
FGP.97-14	<b>ITEM 8 - Budgetary Control to 28 February 2015</b>	<p>The Acting Town Clerk noted his report on Budgetary Control to 28 February 2015.</p> <p>He informed members that there would be an estimated underspend of £123,000. This money could be carried forward to 2015-16, which will be looked at in the end of year report.</p> <p>Once the earmarked £225,000 has been deducted from the remaining balance, there will be around £365,000 reserves uncommitted.</p> <p>It was <b>RESOLVED</b> that Members noted the budget position for the current year and the projected actual figures for the full year to 31 March 2015.</p>	
FGP.98-14	<b>ITEM 9 - Date, Time and Venue of Next Meeting</b>	8 <sup>th</sup> April 2015, 6:30pm, Stanley Civic Hall	
	<b>Notes taken by Nicola James (PA to the Town Clerk)</b>	<p><b>Notes approved by:</b></p> <p>----- (Chair); ----- (Date)</p>	

Item 5.2

Dear Cllr,

We write to you concerning the ongoing difficulties with the recent re-laying of Stanley Front St. As you will be aware a representative of DCC Highways Dept a Mr John Reed, came to speak with Stanley Town Council members at their Ordinary Meeting held on July 22<sup>nd</sup> 2014. STC members made known their discontent with the state of the work carried out, and after extensive questioning of Mr Reed came to a formal decision concerning the way to proceed. I will now quote from the minutes of the meeting.

“Cllr L.Marshall proposed that all STC Cllrs email all Stanley DCC Cllr to support our views. This was seconded by Cllr Ron Harrison and **AGREED** by all members” (1)

STC then decided upon a further course of action, and I quote:

“It was suggested by the Acting Clerk that we withhold further payments until we receive a report back from John and Mark and have a reply from Stanley DCC Cllrs. This was proposed by Cllr D Marshall, seconded by Cllr P.McLaughlin and **AGREED** by all members “(2)

We collectively request that you provide us with an update of your response to any such requests, both collectively and individually, and an update on any progress thus far.

Sincerely yours

(1) STC Ordinary Meeting 22<sup>nd</sup> July 2014 – Recorded minutes

(2) ibid

## STANLEY TOWN COUNCIL: CRIME & COMMUNITY SAFETY COMMITTEE

### MINUTES OF MEETING

**MEETING TIME: 18:30hrs;      DATE: 06/05/15;      VENUE: Stanley Civic Hall, Front Street, Stanley, DH9 0NA**

**PRESENT - CLLRS:** B. Nair, C. Thompson, D. Walker, R. Ferris, C. Bell, A. Clegg & J. Nicholson.

**APOLOGIES – CLLRS:** J. Charlton & L. Elliott.

**ABSENT – Cllr** D. Mills.

**OFFICIALS –** J. Harper (Community Development Manager), B. Hall (Community Services Officer) & N. James (PA / Note Taker).

**OTHERS IN ATTENDANCE –** Cllr B Nixon & Sgt D Clarke.

<b>MINUTE</b>	<b>SUBJECT:</b>	<b>NOTE/S:</b>	<b>ACTION/S:</b>
CCS.130-14	<b>Item 1 - Apologies</b>	Apologies received from Councillors Charlton and Elliott were accepted by the Committee.	
CCS.131-14	<b>Item 2 - Declarations of Interest</b>	Cllr Bell declared her interest as Chair of the Traders.	
CCS.132-14	<b>Item 3 - Procedural and Appropriate Announcements from the Chairman</b>	None.	
CCS.133-14	<b>Item 4 - Minutes</b>	It was proposed by Cllr A Clegg, seconded by Cllr D Walker and <b>RESOLVED</b> that the minutes of the Committee meeting held on 8 <sup>th</sup> April 2015, be approved as a correct record.	
CCS.134-14	<b>Item 5 - Public Participation</b>	<b>5.1</b> There were no members of the public present. <b>5.2</b> There were no written questions.	
CCS.135-14	<b>Item 6 – Ward Issues</b>	<b>Murray Park Grave Yard Swing</b> – Cllr Bell noted that the issue of having a swing in the grave yard was sorted. Cllr Bell brought up another issue that dogs were fouling in the grave yard.	



		James will look into the regulations of the grave yards in Stanley in relation to dogs.	<b>James</b>
CCS.136-14	<b>Item 7 – Current Initiatives</b>	<p><b>7.1 – Abused parking on the front street</b> – James noted his report to members. It was <b>AGREED</b> by all members that STC support the bollard system to be introduced by DCC to limit access to the front street. James is to request that STC get some recognition in any advertisement.</p> <p><b>7.2 – Pink poo</b> – Brian noted that 48 cans of pink spray had been delivered to the Civic Hall. Cans have been distributed to the public along with an information gathering form which they will complete over a 2 week period. D Clarke also noted that the pink poo initiative seems to be a success so far.</p> <p><b>7.3 – Rats on front street</b> – Brian noted that he had been speaking to DCC in relation to the rats. He is waiting on a meeting with Environmental Health to progress the issue. He will keep Cllr Nair and the committee updated.</p>	<b>James</b>
CCS.137-14	<b>Item 8 – The Word</b>	James updated the committee on the Word. Everything is well underway and press releases will be going out via the police within the next few days. Sky TV and special guests will be at the event.	
CCS.138-14	<b>Item 9 – OTIS</b>	James noted that the first of 4 events will be held on Friday 8 <sup>th</sup> May, this will be a street PACT in New Kyo to get residents involved. Post cards with information for residents will be posted next week. The survey for residents to complete is ready to be accessed on the council website or in paper copies at the May events.	
CCS.139.14	<b>ITEM 10 – Blooming Good Fun</b>	James noted that posters, leaflets and banners have been made and distributed to advertise the competition. Residents are already coming in for packs.	
CCS-140.14	<b>Date, time and venue of next meeting</b>	To be confirmed.	
	<b>Notes taken by N. James</b>	<b>Minutes agreed by;</b>	

		----- (signed)	
		----- (date)	

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<b>STANLEY TOWN COUNCIL: COMMUNICATIONS &amp; EVENTS COMMITTEE</b>			
<b>MINUTES OF MEETING</b>			
<b>MEETING: TIME: 18.30hrs; DATE: 12/05/15 VENUE: Stanley Civic Hall, Front Street, Stanley, DH9 0NA</b>			
<b>PRESENT – CLLRS: D McMahon(Chair); C. Bell, D. Mills; D. Tully; A. Clegg, R. Harrison and J. Nicholson.</b>			
<b>APOLOGIES – Councillors M. Wilkinson; L. Marshall and R. Ferris</b>			
<b>OFFICIALS – D. Shingleton (Acting Town Clerk) and Brian Hall (Community Services Officer)</b>			
<b>OTHERS IN ATTENDANCE – Cllr: W. Nixon.</b>			
<b>MINUTE</b>	<b>SUBJECT</b>	<b>NOTE/S</b>	<b>ACTION/S</b>
CEC.122-14	<b>Apologies</b>	Apologies received from Cllrs Wilkinson, Marshall, and Ferris were accepted by the Committee.	
CEC.123-14	<b>Declarations of Interest</b>	Councillor Bell declared membership of the traders association	
CEC.124-14	<b>Procedural and Appropriate Announcements from the Chairman</b>	None.	
CEC.124-14	<b>Minutes</b>	It was proposed by Councillor Bell, seconded by Councillor Clegg and <b>RESOLVED</b> that the minutes of the meeting held on 14 <sup>th</sup> April 2015 be approved as a correct record.	
CEC.125-14	<b>Public Participation</b>	<p><b>5.1</b> There were no questions from any members of the public at the meeting.</p> <p><b>5.2</b> There were no written questions from the public.</p>	
CEC.126-14	<b>Item 6 – Events Working Groups</b>	<p><b>6.1</b> Music - an update was received from the working group outlining a series of events leading up to the Stanley music festival; including live music, film, proms in the park and karaoke. It was <b>RESOLVED</b> that the outline programme be agreed in principle and that the details be firmed up by the Group.</p> <p><b>6.2</b> Fireworks – It was <b>RESOLVED</b> that the Fireworks Festival continue, but that tenders should be invited for the event, and that South Moor Rugby Club, Annfield Plain park and the Millennium Green, Craghead be considered as alternative sites. It was <b>AGREED</b> that the Acting Town Clerk investigate whether there were any restrictions on the use of these sites.</p> <p><b>6.3</b> Christmas – Cllr Nicholson gave an update from the working group - a Christmas fayre had been booked at the Civic Hall on 6<sup>th</sup> December, reindeer, santa and other entertainment would be</p>	

		<p>arranged. Activities on the Front Street possibly involving Lumiere, street performers etc. were being looked at. Christmas light options were being assessed by James Harper and there would be further reports at a later date. It was <b>RESOLVED</b> that the outline programme be agreed in principle, and that consideration should be given to tendering appropriate parts of the programme, and that progress be made on considering the requirement for lights throughout the area.</p> <p><b>6.4</b> Activities – the group has yet to meet, but discussions have taken place with Sustrans regarding a cycling event and a meeting is to take place on a Golfing event.</p> <p><b>6.5</b> Horticultural Show - it was <b>RESOLVED</b> that the Horticultural Show be supported this year.</p>	
CEC.127-14	<b>Item 7 – Request for funding - Craghead Leak Show</b>	It was <b>RESOLVED</b> that £1,100 should be granted to the funding of the show as a one off payment.	
CEC.128-14	<b>Item 8 – Comedy night</b>	In the absence of Claire Howe it was AGREED to defer discussion until the next meeting.	
CEC.129-14	<b>Item 9 – Update on Councils New Website</b>	Mr Martin Cooper of Total Results presented an update on the new website. A discussion took place regarding pictures of local landmarks including churches and pubs, and suggestions were made to include hyper links to community groups etc. The Acting Town Clerk suggested that the Front page should be amended to include a “Latest News” section and that a “Where to Go in Stanley” section should be available, identifying local hotels, restaurants, pubs, parks etc identifying things to do and places to go to encourage people to visit the area. Work on the website is well advanced and it should be available for use very shortly. It was <b>RESOLVED</b> that the website looked good and agreed it should be looked after and kept updated.	
CEC.130-14	<b>Item 10 – Date, Time and Venue of Next Meeting</b>	Date and time of next meeting to be notified following the Annual General Meeting	
	<b>Notes taken by B. Hall</b>	<p><b>Minutes approved by:</b></p> <p>----- (Chair);</p>	

		----- <b>(Date)</b>	

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**STANLEY TOWN COUNCIL**  
**FINANCE & GENERAL PURPOSES COMMITTEE**

**MINUTES**

**MEETING: TIME: 18:30; DATE: 13/05/15; VENUE: Stanley Civic Hall, Front Street, Stanley, DH9 0NA**

**PRESENT: CLLRS: D. Marshall (Chair), D. Walker, D. Tully, D. Mills, A. Clegg and J. Nicholson.**

**APOLOGIES: CLLRS: B. Nair, R. Harrison, R. Ferris and C. Bell**

**ABSENT: CLLRS: T. Davinson**

**OFFICIALS: D. Shingleton (Acting Town Clerk) and G Fletcher (Internal Auditor)**

**OTHERS IN ATTENDANCE: Cllr B. Nixon.**

<b>MINUTE</b>	<b>SUBJECT:</b>	<b>NOTE/S</b>	<b>ACTION/S</b>
FGP99-14	<b>ITEM 1 - Apologies</b>	Apologies received from Cllrs B. Nair, R. Harrison, R. Ferris and C. Bell were accepted by the Committee.	
FGP100-14	<b>ITEM 2 - Declarations of Interest</b>	Cllr D Marshall declared an interest in Graphic Print	
FGP101-14	<b>ITEM 3 - Procedural and Appropriate Announcements from the Chair</b>	None.	
FGP102-14	<b>ITEM 4 - Minutes</b>	It was <b>RESOLVED</b> that the minutes of the meeting held on 11 <sup>th</sup> March 2015 be approved as a correct record. The Acting Town Clerk reported that an electrician had inspected the Hall and identified the three immersion heaters and the lack of thermostatic control of some radiators as a significant cost. He also identified the meter which recorded consumption of energy costs relating to the Hub. It was <b>AGREED</b> that the Acting Town Clerk would check meter readings on the latest energy bills. He would also check why Legionella inspections were needed.	

FGP103-14	<b>ITEM 5 - Public Participation</b>	There were no public in attendance, and no written questions submitted before the meeting.	
FGP104-14	<b>ITEM 6 – Internal Audit Reports</b>	Consideration was given to two Internal Audit Reports on Budgetary Control and Main Accounting. In both cases a Substantial Assurance assessment was given. In respect of Budgetary Control, the Auditor recommended that a Medium Term Financial Plan be prepared; and in relation to Main Accounting, the recommendations were that separation of duties be improved and backups of financial information be done off site. It was <b>RESOLVED</b> that the reports be accepted and the recommendations noted. Mr. Fletcher was thanked for his reports.	
FGP.105-14	<b>ITEM 7 - Invoices for Payment and Bank Reconciliation</b>	The Acting Town Clerk talked members through his report. It was <b>RESOLVED</b> that: <ul style="list-style-type: none"> <li>a) Members approve the payments schedules.</li> <li>b) Members note the total balances at the bank at the end of February 2015.</li> <li>c) Members note that the bank balances and Sage accounting figures both agree, indicating that all transactions are properly accounted for.</li> <li>d) The Acting Town Clerk produces a report on the cost of card machines at the Civic Hall in comparison with income received by that method.</li> <li>e) The Acting Town Clerk reviews the contract for mobile phones with a view to achieving savings.</li> </ul>	
FGP.106-14	<b>ITEM 8 - Civic Hall Income and Expenditure</b>	The Acting Town Clerk noted his report on Income and Expenditure. The Chair noted that the Committee had not yet received reports on the financial performance of each event at the Civic Hall, a trading account for the bar or a report on the financial implications of bottled alcohol rather than draft. Discussion also took place on the cost of the Ticket Machine for the Civic Hall. It was noted that there were problems with the Coke It was <b>RESOLVED</b> that: <ul style="list-style-type: none"> <li>a) Members note the situation with Income and Expenditure;</li> <li>b) The acting Town Clerk produces reports on the financial performance of events, a trading account for the bar and the situation regarding bottled v draft alcohol as soon As possible.</li> <li>c) The Acting Town Clerk includes in his report to Council on the use of the loan, details of the Ticket Machine.</li> </ul>	

FGP.107-14	<b>ITEM 9 – Draft Final Accounts 2014/2015 2015</b>	<p>The Acting Town Clerk talked Members through his report on the Draft Final Accounts for 2014/2015 which was for information as Full Council is required to formally approve the accounts by 30 June.</p> <p>He referred to a likely underspending of £149,730 for the year after using earmarked reserves to fund Civic Hall costs and MIFs. This would increase unallocated reserves to £232,880. All known accruals and prepayments to date had been included.</p> <p>It was <b>RESOLVED</b> that Members note the estimated financial performance for the year and the financial position at 31 March 2015.</p>	
FGP.98-14	<b>ITEM 9 - Date, Time and Venue of Next Meeting</b>	8 <sup>th</sup> April 2015, 6:30pm, Stanley Civic Hall	
	<b>Notes taken by Nicola James (PA to the Town Clerk)</b>	<p><b>Notes approved by:</b></p> <p>----- (Chair); ----- (Date)</p>	



<b>STANLEY TOWN COUNCIL: PLANNING COMMITTEE</b>			
<b>MINUTES OF MEETING</b>			
<b>MEETING: TIME: 18.30hrs; DATE: 07/04/15 VENUE: Stanley Civic Hall, Front Street, Stanley, DH9 0NA</b>			
<b>PRESENT – CLLRS: W. Nixon (Chair), R. Harrison, D. Walker, G. Graham, J. Nicholson, C. Bell and A. Clegg</b>			
<b>OFFICIALS – Derek Shingleton (Acting Town Clerk)</b>			
<b>OTHERS IN ATTENDANCE – Tom Bailey and Sarah Donnelly from Sustrans</b>			
<b>MINUTE</b>	<b>SUBJECT</b>	<b>NOTE/S</b>	<b>ACTION/S</b>
PLG.010-14	<b>Item 1 - Apologies</b>	Cllr Colin Thompson	
PLG.011-14	<b>Item 2 - Declarations of Interest</b>	None.	
PLG.012-14	<b>Item 3 - Procedural and Appropriate Announcements from the Chairman</b>	None.	
PLG.013-14	<b>Item 4 – Minutes</b>	It was <b>RESOLVED</b> that the minutes of the meeting held on 17 <sup>th</sup> February 2015 be approved as a correct record, subject to Minute number PLG06-14 being amended as follows: The second from last sentence be amended by deleting the words “Members noted that the Destination Plan has flaws..” and replacing this with “It was the view of the Committee that the Plan wasn’t worth the paper it was written on..”	
PLG.014-14	<b>Item 5 - Public Participation</b>	<b>5.1</b> There were no questions from any members of the public at the meeting. <b>5.2</b> There were no questions submitted before the meeting.	
PLG.015-14	<b>Item 7 - Sustrans</b>	Tom Bailey (Network Manager) gave a presentation to Members on cycling issues and how Stanley might benefit from encouraging cycling by improving signage, providing facilities for securing cycles and demonstrating commitment and ambition to secure funding. It is anticipated that funding opportunities may be announced in the Autumn statement. The issue of speeding on the track was raised and options for dealing with it were discussed. It was proposed by Councillor Joan Nicholson, seconded by Councillor Alex Clegg and <b>RESOLVED</b> that the Council would welcome positive discussions with Sustrans on what they and the Council can do to benefit each other.	

PLG.016-14	<b>Item 6 – Annfield Plain War Memorial</b>	Councillor Nixon reported that he had been approached by DCC asking if the Town Council would be prepared to take over ownership of the war memorial at Annfield Plain. It was <b>RESOLVED</b> that the Council agrees to this in principle subject to a report on management, maintenance and financial implications.	
PLG.017-14	<b>Date, Time and Venue of Next Meeting</b>	5 <sup>th</sup> May 2015, 6:30pm, Stanley Civic Hall	
	<b>Notes taken by Derek Shingleton</b>	<b>Minutes approved by:</b> ----- (Chair);  ----- (Date)	

## TO WHOM IT MAY CONCERN

Following the Stanley Town Council meeting on Tuesday 28<sup>th</sup> April, Just for Women Centre founder Linda Kirk would like to put a final proposal bid of £7000.

To use the funds to cover training sessions for women who are the most hard to reach in our community. Women will learn new skills for future employment, further education or establishing their own small business with the help of the Just for Women Centre, Be-Creative project.

We will also produce a DVD of case studies of the women with more complex needs who have been successful in their volunteering efforts. The DVD will be a potential volunteer recruitment tool to further encourage more women within our community on a Volunteer Community Drive. It is all part of our social inclusion for women of all ages and backgrounds. With the help of the fund we can develop a website for our community to access in partnership with Stanley Town Council to promote volunteer opportunities and community activities and access to resources in our community of Stanley.

We also would like to set up a community bi-monthly newsletter/magazine to utilise the success of our new group of Community Reporters. They are ready and eager to start this off and get first one ready for September. This would go out four times a year:

Spring

Summer

Autumn

Winter

Titled the Four Seasons Community newsletter, they have good ideas, motivation and good contacts. This will also be featured on the Communities Reporter UK website as they are part of this organisation.

I think this is a great opportunity to promote a positive outcome for Stanley and to promote health, wellbeing and inspirational multimedia interaction with other communities especially North East.

Breakdown of costs:

Education/Craft Materials	£1000.00
1 Industrial Sewing Machine	£3000.00
Camcorder/Media Equipment	£1200.00
Design Editing and Printing Costs for 1 year's newsletters (4 newsletters)	£1800.00

We have been accepted into Auckland Castle Project, The Pod, with our wonderful handmade products. This is a great opportunity as well as promoting our partnership with Stanley Town Council in this pilot scheme.