



# Stanley Town Council

## NOTICE OF MEETING

I hereby give notice that an Ordinary meeting of the Stanley Town Council will be held on Tuesday, the 18th October at 6.30 pm at Stanley Civic Hall, Front Street, Stanley, DH9 0NA.

### TO ALL MEMBERS of STANLEY TOWN COUNCIL

J. Nicholson (Chair)	A. Clegg	G. Graham	C. McKee	C. Thompson
W. Nixon (Vice-Chair)	T. Davinson	R. Harrison	D. McMahon	D. Tully
C. Bell	L. Elliott	D. Marshall	D. Mills	D. Walker
J. Charlton	R. Ferris	L. Marshall	B. Nair	M. Wilkinson

You are hereby summoned to attend an **ORDINARY MEETING** of the **Stanley Town Council** to be held in **Civic Hall, Stanley**, on **Tuesday the 18th October at 18.30** in order to transact the following business:

Yours sincerely,

**Alan Shaw**  
**Town Clerk**  
**13th October 2016**

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 AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR

To **RECEIVE** any announcements from the Chair 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:

20th September 2016 Full Council

(ATTACHMENT A)

#### 6 MINUTES OF COMMITTEE MEETINGS

To receive the minutes of the following Committee meetings:

4th October 2016 Communications & Events

(ATTACHMENT B)

5th October 2016 Crime & Community Safety

(ATTACHMENT C)

#### 7 RECOMMENDATIONS OF COMMITTEE MEETINGS

The following **RECOMMENDATIONS** of Committee meetings held since the last Ordinary Council meeting in September 2016 require consideration by Full Council:

##### (a) COMMUNICATIONS & EVENTS

At a meeting held on 4th October 2016, the Communications & Events Committee made the following **RECOMMENDATIONS** to Council:

- (i) **Summer Stage School** - The Events Manager put forward a proposal for a summer stage school to be arranged in the Civic Hall. It was proposed by Cllr G Graham, seconded by Cllr W Nixon and **RESOLVED** that Committee **RECOMMENDS** that Council creates a budget for the Civic Hall cost centre to cover the costs of the stage school, of around £5500, with an income target of £5000 (net £500). (ATTACHMENT D)
- (ii) **Alun Armstrong Theatre Performers** - Committee **RECOMMENDS** that Council creates a budget for the Civic Hall cost centre to cover the costs of setting up the company of around £11,200. The company will perform regular shows at the Civic Hall, the proceeds of which will help to offset the costs and improve the theatrical offer of the Theatre. (ATTACHMENT E)
- (iii) **Mini Music Festivals** - Committee **RECOMMENDS** that Council creates a budget of £15,000 be allocated for up to 3 festivals. (ATTACHMENT F)

- (iv) **Stanley Show** - This idea was proposed by a member of the public, Rob Rendle. Members discussed combining a full sized funfair event with the horticultural show, motorcycle displays, a beer tent etc. to produce one big Stanley Show. It was proposed by Cllr W Nixon, seconded by Cllr C Bell and **RESOLVED** that the Committee **RECOMMENDS** that Council creates a budget the of £20,000 for the Stanley Show.
- (v) **A Year in Stanley** - This proposal was from Simon Green. Following positive feedback from the 'This is Stanley' project, he has requested funding to start 'A Year in Stanley'. It was proposed by Cllr J Nicholson, seconded by Cllr C Bell and **RESOLVED** that the Committee **RECOMMENDS** that Council creates a budget of £6,250 for this project. **(ATTACHMENT G)**
- (vi) **Fireworks** - Members discussed the options for a Stanley Firework Festival next year. It was proposed by Cllr W Nixon, seconded by Cllr M Wilkinson and **RESOLVED** that the Committee **RECOMMENDS** that a budget of £15,000 be allocated for a Fireworks festival which STC will put out to open tender to ensure best value is achieved.
- (vii) **Moria Con** - Committee **RECOMMENDS** that Council sets aside a budget of £9,000 for a Moria Con event in 2017. **(ATTACHMENT H)**
- (viii) **Proposed Events Budgets for 2017/18**

Event	Proposed Budget
Christmas Festival	£20,000
Play in the Park	£20,000
Community Fun Days	£5,000
Remembrance Services	£400
Armed Forces Day	£5,000
Moria Con	£9,000
Older People's Entertainment	£1,000
Blue Plaque Scheme	£2,000
Christmas Decorations	£30,000
Stanley Show	£20,000
Fireworks	£15,000
Mini Music Festivals (x3)	£15,000
A Year in Stanley	£6,250
<b>Total</b>	<b>£148,650</b>

(a) **CRIME & COMMUNITY SAFETY**

At the meeting held on the 5th October 2016, the Crime & Community Safety Committee made the following **RECOMMENDATIONS** to Council:

- (i) A £3,000 budget should be created for Road Safety Initiatives in the Stanley Town Council Area.
- (ii) Council should create a budget of £50,000 for the provision of a detached youth work project across all wards of the parish. **(ATTACHMENT I)**
- (iii) Council should set aside this £60,000 to provide 2 street wardens or enviro crime officers if the Town Council could negotiate an arrangement with the County Council where the appropriate powers were delegated to the Town Council and wardens could be tasked by STC and local police and not used in any other areas.
- (iv) Mini Police: Council should set aside funding for another two schools to be able to participate in the initiative in 2017/18.

Council is requested to **CONSIDER** these **RECOMMENDATIONS** and **DECIDE** what to do.

**8 GREENING TWIZELL PARTNERSHIP**

**Statutory Basis:** Local Government Act 1972, s.145

At the Ordinary Meeting of Stanley Town Council held on 27th October 2015, the Council awarded grant funding of £42,975 to the Twizell Burn Partnership to deliver a sustainable drainage scheme in Pine Street, South Moor and to renew footpaths in Memorial Park Woods, South Stanley nature reserve and Langley View. (*minute #357 of 2015/16 refers*).

Adrian Cante-Jones and Peter Naylor will deliver a short presentation to Council to update on progress with the projects and will submit a further request for funding to members for consideration.

Council is requested to **CONSIDER** this matter and **DECIDE** what to do.

**9 ROLLOVER OF GRANT FUNDING REQUEST**

**Statutory Basis:** Local Government Act 1972, s.137

**Salvation Army**

**(ATTACHMENT J)**

A request from the Salvation Army to roll unspent grant funding from the caritas and Christmas Toy Appeal is attached.

Council is **REQUESTED** to **CONSIDER** this matter and **DECIDE** what to do.

## 10 CIVIC HALL SCHEDULE OF FEES & CHARGES (ATTACHMENT K)

**Statutory Basis:** Local Government Act 1972, s.145

Council is requested to consider the new proposed schedule of fees and charges for the Civic Hall for 2017/18.

**RECOMMENDATION** of the Communications & Events Committee: The proposed fees and charges should be implemented with effect from 1st April 2017.

## 11 ASSET TRANSFER

**Statutory Basis:** Localism Act 2011, s. 81; Local Government Act 1972, s.101

A number of issues that relate to potential asset transfer/ service transfer from the County Council to Stanley Town Council have been raised for consideration by Council:

- (i) At the meeting of the Crime and Community Safety Committee held on 5th October 2016, the following **RECOMMENDATION** was made to Council:

Council should evaluate the costs and work involved in taking over the play areas and parks in Stanley under asset transfer.

- (ii) Councillor W Nixon has tabled a motion for consideration by Council:

“The ‘Old Man’s Hut’ on West Road Annfield Plain has been surrendered to Durham County Council by the previous occupants because a Committee could not be formed to take responsibility for compliance issues and insurance of the building. Stanley Town Council should consider taking the building under asset transfer and making it available for hire to the residents of Annfield Plain to enable it’s existing community uses to continue and to expand and promote it’s use in the area. It could also be used as a satellite base in Annfield Plain to enable the Town Council to operate more effectively in the west of the parish”

An initial meeting has been held with members for the ward, the Town Clerk and Durham County Council officers and the indicative annual overheads of the building are approximately £4,000. I am advised that no major structural issues are present with the building that would require immediate or medium term capital investment.

- (iii) Former Stanley Urban District Council Offices, Front Street.

The Town Clerk has had a number of meetings with officers from Durham County Council to try and ascertain what terms would be available to the Town Council to take over the old Council House. However, Council has not yet made a formal resolution that it would wish to take the building and bring it back into Civic use.

The Clerk will give a verbal update in respect of the discussions that have taken place. Council is requested to make a definitive decision as to whether or not it does wish to seek to take over the building to enable the Clerk to deal with the issue appropriately.

Council is **REQUESTED** to **CONSIDER** this matter and **DECIDE** what to do.

**12 WINTER MAINTENANCE****(ATTACHMENT L)**

**Statutory Basis:** Highways Act 1980, s. 43

The Community Development Manager has prepared a report for consideration by Council relating to the provision of additional winter grit bins by Stanley Town Council. This report was considered by the Crime and Community Safety Committee at their meeting held on 5th October 2016. The Committee made the following **RECOMMENDATION**:

Full Council should set aside £4750 from the current year's budget to implement the **RECOMMENDATIONS** of the report in readiness for this winter.

Council is **REQUESTED** to **CONSIDER** this matter and **DECIDE** what to do.

**13 COMMUNITY DEFIBRILLATOR****(ATTACHMENT M)**

**Statutory Basis:** Local Government Act 1972, s.137

At the Ordinary Meeting of Council held on 20th September, in response to a request from a member of the public that Council gave consideration to providing an Automatic External Defibrillator, Council **RESOLVED** that the Town Council should seek to provide one at the Civic Hall location. Council further **RESOLVED** that the Crime & Community Safety Committee should be tasked with considering whether or not there were additional locations in the Parish that consideration should be given to providing this equipment. This matter was considered by the Crime and Community Safety Committee at their meeting held on 5th October 2016. The Committee made the following **RECOMMENDATION**:

Council should purchase 3 defibrillators to be located at the 3 police section offices, rather than at the Civic Hall as was **RESOLVED** at the last meeting of Full Council.

The Town Clerk has given some consideration to this matter and found some guidance from the British Heart Foundation (attached). The Town Clerk would **RECOMMEND** that before Council makes a final decision about siting of AEDs, advice should be sought from the North East Ambulance Service about their views on most effective deployment of any devices the Council would like to fund and this information should be brought back to Council for final decision, prior to the budget being set.

Council is **REQUESTED** to **CONSIDER** this matter and **DECIDE** what to do.

**14 EXCLUSION OF PRESS AND PUBLIC\***

**\*Any members recording the proceedings must stop at this point.**

To **RESOLVE** 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: The consideration of staffing matters needs to be held in closed session to preserve the privacy of staff.*

## **I5 STAFFING MATTER**

**(ATTACHMENT N)**

The Town Clerk has prepared a report in relation to a staffing matter which requires consideration by Council.

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

## **I6 DATE, TIME AND VENUE OF NEXT MEETING**

Tuesday 15th November, 6.30 pm.

Shield Row Education Centre, King Edward VIII Terrace, Stanley,

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*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.*