



# Stanley Town Council

## NOTICE OF MEETING

I hereby give notice that an Ordinary meeting of Stanley Town Council will be held on Tuesday, the 21st February 2017 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 Stanley Town Council to be held in Stanley Civic Hall, on Tuesday the 21st February at 18.30 in order to transact the following business:

Yours sincerely,

Alan Shaw  
Town Clerk  
13th February 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 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:

24th January 2017      Full Council      (ATTACHMENT A)

#### 6 MINUTES OF COMMITTEE MEETINGS

To receive the minutes of the following Committee meetings:

7th February 2017      Communications & Events      (ATTACHMENT B)

8th February 2017      Crime & Community Safety      (ATTACHMENT C)

#### 7 CORRESPONDENCE FOR REVIEW/ DECISION

##### (i) HSBC Notification of Branch Closure - Consett (ATTACHMENT D)

The Town Clerk has received a letter from the HSBC Bank advising the Council that the Consett Branch will be closed in June 2017.

Council is requested to **NOTE** the letter and **DECIDE** if any action is required.

##### (ii) Letter of thanks - DCC Social Services (ATTACHMENT E)

The Town Clerk has received a letter from Durham County Council thanking the Town Council for providing a block of panto tickets for distribution to families they are working with.

Council is requested to **NOTE** the letter and **DECIDE** if any action is required.

#### 8 RECOMMENDATIONS OF COMMITTEE MEETINGS (ATTACHMENT F)

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

##### (a) COMMUNICATIONS & EVENTS

At a meeting held on 7th February 2017, the Committee made the following **RECOMMENDATIONS** to Council:

##### (i) A Year in Stanley - The Committee was informed that the film project can no longer go ahead. Committee **RECOMMENDS** that:

- (a) £300 be put to one side for West Stanley Memorial next year, and
- (b) The remaining £5950 budget be held for other heritage projects.

- (ii) **Michael Heaviside Walk** - The Committee was informed that the County Council have approached the Town Clerk to work in partnership on the event scheduled for 12th July 2017. Committee **RECOMMENDS** that:
  - (a) The Council should participate by organising an event at the conclusion of the Heaviside Walk in Craghead (Millenium Green);
  - (b) The Council should aim to unveil it's previously approved heritage plaque for Michael Heaviside as part of the day's activities;
  - (c) Bloemfontein School would be a suitable location for the plaque as it is opposite the site of Michael Heaviside's house, is visible from the street scene and would involve the children in their own heritage;
  - (d) Opportunities for funding the event by DCC should be discussed.
- (iii) **Wayfinding on the Sustrans Route** - The Town Clerk informed Committee that the wayfinding signage purchased for the Sustrans route had been located in the Civic Hall. Committee **RECOMMENDS** that the Town Clerk should liaise with Sustrans and Adrian Cattle-Jones from the original project group to progress this matter.

(b) **CRIME & COMMUNITY SAFETY**

At a meeting held on the 8th February 2017, the Committee made the following **RECOMMENDATIONS** to Council:

- (i) **Detached Youth Project** - The Committee considered the report of the working group and **RECOMMENDS** that:
  - (a) The proposal put forward by Stars YC be accepted; and
  - (b) Due to separate additional funding being provided for detached youth services in Craghead by the local County Councillors, the services being funded by the Town Council should be focused on the rest of the Parish.

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

## 9 **ACCOUNTS FOR PAYMENT & BANK RECONCILIATION**

**Statutory Basis:** Accounts & Audit (England) Regulations 2011

Schedule of Payments	<b>(ATTACHMENT G)</b>
Schedule of Receipts	<b>(ATTACHMENT H)</b>
Bank Reconciliation Statement	<b>(ATTACHMENT I)</b>
Current Account Statement	<b>(ATTACHMENT J)</b>
Saver Account Statement	<b>(ATTACHMENT K)</b>

Committee is requested to **CONSIDER** the attached information and:

- (i) **APPROVE** the payment of accounts for January 2017; and
- (ii) **NOTE** the Bank Reconciliation.

**10 STANDING ORDERS****(ATTACHMENT L)**

There have been two recent Member motions passed which have amended the Council's Standing Orders. The Standing Orders affected are 3.2 (page 5 of the attached document) and 10 (page 11) where the required effect has been achieved by inserting a new paragraph 10.2.

The motions were:

(i) **Standing Order 10.1, December 2016** (*Minute #244 of 2016/17 refers*)

“STC should remove the ability to hold secret / paper ballots from its standing orders so as to be open and transparent to the public and all votes should be by a show of hands so that Councillors are accountable for their decisions except where there is good reason for requesting a secret ballot, which must be notified to the Town Clerk in advance of the meeting’.

(ii) **Standing Order 3.2, 24 January 2017** (*Minute #285 of 2016/17 refers*)

“Standing Order 3.2. states that ‘The minimum three clear days for notice of a meeting does not include the day on which notice was issued, the day of the meeting, a Sunday, a day of the Christmas break, a day of the Easter break or of a bank holiday or a day appointed for public thanksgiving or mourning. (FC)’ It is proposed that ‘three clear days’ is amended to ‘five’ clear days, allowing members to research agenda items more thoroughly and to give time for members to consult with their constituents in advance of the meeting.”

Council is **REQUESTED** to **APPROVE** the revised Standing Orders attached.

**11 PREPARATION FOR THE MAY ELECTION****(ATTACHMENT M)**

The local elections are scheduled to take place on 4th May 2017. In order to provide as smooth a transition as possible for the new Council, the Town Clerk has prepared a report with a suggested induction programme for the new Council.

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

**12 REPORT OF THE TOWN CLERK****(ATTACHMENT N)**

A report from the Town Clerk on current activities and matters of interest to Council is attached.

Council is requested to **CONSIDER** this matter and **DECIDE** if any action is required.

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

Tuesday 21st March 2017, 6.30 pm.  
Civic Hall, Front Street, 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.*