

**MINUTES of the COMMUNICATIONS AND EVENTS COMMITTEE MEETING OF STANLEY TOWN COUNCIL** held at Stanley Civic Hall, Front Street, Stanley on Tuesday 7th February 2017 at 6.30pm

**PRESENT:** Cllr D Mills\*                      Cllr M Wilkinson                      Cllr C Bell                      Cllr D Tully  
                 Cllr R Harrison                      Cllr D Walker                      Cllr J Nicholson                      Cllr W Nixon  
                 Cllr G Graham

\*Chairman

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

**287                      APOLOGIES FOR ABSENCE**

Apologies received from Cllrs D McMahon and R Ferris were accepted by the committee.

**288                      DECLARATIONS OF INTEREST**

None.

**289                      PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIRMAN OR TOWN CLERK**

No one was recording the meeting.  
The Town Clerk reminded everyone present to either switch their mobile phones off or set them to silent.

**290                      PUBLIC PARTICIPATION**

There were no members of the public present.  
The Town Clerk advised that he had received some suggestions as to how the 'Year in Stanley' budget could be spent, to be discussed under item 6. (*Minute #292*)

**291                      CONFIRMATION OF MINUTES**

Committee **APPROVED** the minutes of the meeting held on 10th January 2017.

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**WORKING GROUP UPDATES****(i) A Year in Stanley - 18th January**

The Town Clerk advised the Committee that Cllr Mills and himself had met with Simon Green who had advised he would be unable to undertake the project due to personal commitments. The Clerk advised that he had received some enquiries concerning the £6250 budget and what it could be spent on.

Cllr M Wilkinson advised that she had been contacted by Fools Gold who would like to do a show about the history of Stanley and produce a booklet and CDs. Members requested that Fools Gold put in a bid / proposal for the funding they require to Committee to consider at the next meeting.

The Town Clerk also received a telephone call from a resident who was interested in doing a film project along similar lines to A Year in Stanley. The Town Clerk has asked him to pull together proposal.

The Town Clerk advised the Committee that they could choose to do nothing with the £6250 budget, or they could earmark it for other heritage projects.

The Clerk proposed that Members could set aside £300 from this budget to establish a specific budget for the West Stanley Pit Memorial in February 2018 to pay for the wreath and Craghead Colliery Band. Presently these costs are met from MIF/ Chairman's Fund.

Committee **RECOMMENDED** that:

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

**(ii) Blue Plaques - 24th January**

The working group advised that it felt the current scheme is fit for purpose but it would encourage both Members of Council and the public to submit more nominations for consideration. The Town Clerk advised that there are still two further plaques to be delivered that have already been agreed (to commemorate the Horsley brothers and Michael Heaviside). Members agreed that the current plaques are high quality.

Committee **RESOLVED** no changes were required to the current policy.

**(iii) Music Festival - 24th January**

This meeting was deferred and will be rearranged to report back to Committee at the next meeting.

**(iv) Community Newsletter - 25th January**

The Town Clerk advised that the next issue would be distributed before purdah. Members **RESOLVED** to **APPROVE** the following recommendations from the Working Group:

- (a) Turn the old postcard feature into a “then and now” with a contemporary picture at the same location
- (b) Invite memories of Stanley from residents and have a regular column - Mary Wilkinson to provide copy for the first one from her ‘ramblings’.
- (c) Run the photo competition again but this time ask for smart phone pictures which show something different to traditional landscapes.
- (d) Distribution: Continue with royal mail as the group had doubts about the reliability and ability to hit every address of other private sector distributors. The Clerk will make enquiries with other providers.

**(v) Play in the Park - 25th January**

- (a) Committee **RESOLVED** to approve the following programme for Play in the Park in 2017:

Date	Park
Wednesday 26th July 2017	Annfield Plain
Wednesday 2nd August 2017	View Lane
Saturday 5th August 2017	Oakies
Wednesday 9th August 2017	South Moor Memorial Park
Wednesday 16th August 2017	Oakies
Saturday 26th August 2017	Annfield Plain
Wednesday 30th August 2017	Craghead Millennium Green

- (b) Committee **RECOMMENDED** that STC should aim to unveil the Heaviside Heritage Plaque on 12th July to coincide with the planned Heaviside Walk and that some sort of Play in the Park / event should be held. The Town Clerk to bring more details back to the Committee for consideration and he should approach DCC to see if funding is available towards the event. Committee agreed that

Bloemfontein school was a suitable location for the plaque, the Town Clerk should progress this.

**(vi) Moria Con - 26th January**

The Town Clerk advised that the Civic Hall will not be used this year, and that the Louisa Centre has already been booked. The Event will be held on 29th July 2017. Committee was provided with an estimated breakdown of costs for the event.

Committee **RECOMMENDED** that:

- (a) Promotion of the event should start as soon as possible;
- (b) Moria-Con should give consideration to becoming a constituted group which could operate independently of the Council;
- (c) More information should be provided at a future meeting as to what the exact programme for the event will be.

**(vii) Armed Forces Day - 31st January**

Cllr G Graham tabled an update from the working group for Committee to consider which detailed the activities confirmed for the event to date. Confirmation has been received from most of the armed services who will be in attendance, we still need confirmation from the Air Cadets. The Sea Cadets are definitely coming this year. The event will be held on Sunday 25th June 11.00am - 3.30pm.

The currently confirmed activities are:

- **205 Battery 101 Regiment Royal Artillery** Rocket Launcher, Rifle Range, Field Kitchen, Climbing Wall, Medical Team
- **Army Cadet Force** Mini Assault Course, Initiative Course, Camo Cream painting, Mini Climbing Wall, Army Caravan
- **Sea Cadets** Awaiting Activity
- **Air Cadets** TBC
- **251 Squadron Army** Activity Stand
- **Craghead Colliery Band** 2hrs of performance on the stage
- **Royal Marines** TBC
- **PACT House** Catering and activities
- **Medics UK Stanley Town Council** First Aid Provision
- Stage & PA System
- Fair Ground Rides & Mini Train
- Ice Cream Van
- Mobile Music & Candy Floss Van
- **Flags & Bunting** Bunting to line the front street, 2000 Armed Forces Day Flags

Cllr Graham has explored accessing the funding available from the MOD but getting a suitable response is proving difficult at this time. However, STC can apply for funding for insurance, medics, toilets etc. The Community Development Manager is

co-ordinating the application with Cllr Graham. Cllr Graham also suggests keeping prices down for the public.

Committee **RESOLVED** that the event should go ahead as outlined in the update and the Working Group and the Community Development Manager should proceed.

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**WAYFINDING SIGNAGE ON THE SUSTRANS ROUTE**

The Town Clerk informed Members that the wayfinding signage purchased for the Sustrans route had been located in the Civic Hall.

Committee **RECOMMENDED** that the Town Clerk should liaise with Sustrans and Adrian Cattle-Jones from the original project group to progress this matter.

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

Tuesday 4th April 2017, 18:30 at the Civic Hall

## **Proposal for Stanley Town Council**

Funding request for the production of a celebration of local history, community and culture.

Submitted by:  
Steve & Carol Robson  
Fool's Gold  
3 Oxhill Villas  
Stanley  
Co Durham  
DH9 7JT

10 February 2017

### **Proposal for Stanley Town Council**

This document sets out a detailed proposal for support by funding for a musical initiative to be undertaken by Steve and Carol Robson, who are local musicians performing under the name of Fool's Gold.

Full details about Fool's Gold, shows, commitments and images can be found on their website, which is [www.foolsgoldacoustic.co.uk](http://www.foolsgoldacoustic.co.uk)

### **Background**

We are acoustic musicians performing a variety of shows for a wide range of audiences. We now derive our income from our musical activities. We travel all over the country to play for different groups. We often perform shows which use multimedia and spoken word stories to unpack the histories and mysteries which lie behind the songs we perform. This format has proved to be very popular.

### **What we would like to do**

We would like to develop a show which specifically focusses on our home town of Stanley. The show would use our existing popular format but consist of new material in the form of newly sourced imagery and stories, and new songs - both original pieces created for the show and some adapted traditional material.

The purpose and point of the show would be to demonstrate to our community in a very accessible and entertaining way that Stanley has a rich and varied history and that local tradition and story is something which can be the basis of local interest and pride.

The show would be offered for performance to local groups.

These groups would be likely to include (but not restricted to):

- Local Primary Schools
- Community Organisations
- Church communities
- Local theatres and venues

### **How it differs from our usual work and repertoire**

Our shows have a wide appeal, the most 'local' being a Tyneside theme which finds favour all over the North East. The new show we would like to develop would be particularly relevant to the Stanley area, and in all likelihood, would not be performed outside the area. This underlines why we feel we need to seek support from the Town Council.

**Funding breakdown**

These costings are offered as the basis for discussion.

As previously stated, we derive our income from music, therefore anything that we do must pay its way. A show of this nature takes time to write, develop and create. While that is happening other work is not easily undertaken.

Funding would be required to support:

- time to research, write and create musical material
- creation of visuals for a show
- licensing of images or video material where copyright lies outside the public domain. Where possible we would seek to use PD materials.
- creation of the booklets and CDs that support the show
- create support material specifically aimed at school audiences.

**Project costs**

item	cost	
show development		
six weeks	£900.00	costed at £150 per week
CD duplication	£124.00	estimated at £0.62 per unit
booklet printing	£800.00	see note 1
school shows	£1300.00	£100 per show (note 2)
community shows	£600.00	see note 3
	£3724.00	see note 4

**notes**

1. We would seek to use local printers, duplicators etc wherever possible to produce materials, keeping all the associated work within the local economy.
2. This assumes thirteen schools taking up the offer. They may be invited to pay a fee. This sum could be reclaimed to Town Council funds if schools are charged either the full rate or offered a subsidised rate. This arrangement can of course be extended to any shows.
3. This is a nominal estimated figure and would depend on take up from local organisations. We would be keen to offer the how to WI, U3A and Church groups in the first instance, therefore this figure should be treated as an estimate.
4. This bottom line is what we think the whole project would cost. If all organisations paid a subsidised fee (c. £50, raising £950), it is possible that the bottom line figure could be reduced to £2374. Similar reclaiming could be made through sales of the CD and booklet (if any). We would request to retain a percentage of such sales, and retain intellectual copyright on the material. It is possible the total cost could be significantly reduced through income, but it is not possible to guarantee, and it is certainly unlikely that breakeven could be envisaged.



We are not making any requests for support relating to the purchase of equipment, instruments or any items of hardware. This proposal is restricted to the development and performance of the Stanley show. We do not seek to gain other than as payment for the development and performance of that show.

The development and performance aspects of the show are detailed as follows:

- Research, writing and rehearsal
- Recording, mixing and mastering of CD
- Duplication of 200 copies of the CD
- Printing of 200 copies of supporting booklet

We realise that this is a substantial request and are more than happy to discuss details, and explore economies or find ways that we could receive enough support to make the project viable.

### **Accountability**

In the event that this request is supported by the Town Council, and in the hope that some funding might be granted, we would wish to be fully transparent and accountable to the Town Council and community as to the disbursement of the funding.

To this end we would undertake to:

- Maintain detailed accounts throughout the life of the project.
- Regularly submit the accounts for the scrutiny of appointed officers
- Return to the Town Council any underspent funding
- Return to the Town Council any booking fees paid by any local audiences for the show.  
(see note 2 above)

### **Information specific to school performances.**

We have considerable experience of working in schools. We feel that this show is particularly appropriate for primary schools in our area.

We would seek to encourage schools to take up the show by:

- producing a curriculum guide to demonstrate how the show fits into the wider curriculum, particularly with respect to the English (Writing, Speaking and Listening), drama, history, and citizenship requirements of the National Curriculum, complete with appropriate curriculum references from the documents. Schools cannot afford teaching time to adopt programmes which have no curriculum impact, therefore we would ensure that the schools version of the show delivered suitable content.
- producing teacher material with suggested preparatory and follow up resources
- producing pupil material which could be used by pupils following a performance in their school. The most likely format of this material would be a photocopiable pupil workbook. It would be possible, and very possibly advantageous, to offer this material as a download from the Town Council and/or Fool's Gold websites.

All local schools (State and Academy institutions) would be contacted and offered the show. At the time of writing it seems that around thirteen schools fall within the catchment area.

It is important to note that while the show may be offered to schools, there is no guarantee that schools would be able, or wish, to take up on the offer. However, there is likely to be enough interest to make the offer sustainable. Costs of the administration and publicity for shows can be minimised by using Town Council facilities. This is not just a financial anecdote; it is likely to increase take up of the show if materials are seen to be endorsed by the Town Council. We would undertake to supply the promotional and informational materials.

**Themes for consideration**

What would the show consist of?

It would be a series of stories and songs that would show the varied and interesting past (near and far) of our home town. It would be linked through a theme and feature plenty of audience involvement. It would seek to engage and entertain audiences, it is certainly not a dry educational exercise.

At this point in time, the themes are still very much at a draft stage. However, there is a wealth of material available to exploit in terms of an interesting show.

These themes might include:

- Tanfield Railway
- Causey Arch
- Ever Ready
- Tommy Armstrong (Oakey Strike Evictions, Wor Nanny's a Mazer, Stanley Market etc)
- The Stony Field
- Burns Pit Disaster
- The Railway comes to Stanley
- The Penitent Miner (The Lamplighter)

## **Michael Heaviside VC 100 Year Commemoration Events**

### **Background**

On 6 May 1917, during the Battle of Arras, Private Michael Heaviside crawled across No-Man's-Land under heavy rifle and machine gun fire to take water and first aid to a wounded soldier lying in a shell hole. Later that night Michael Heaviside led two other stretcher bearers to the wounded soldier and carried him back to safety. For his bravery, Michael Heaviside was awarded the Victoria Cross.

On 12 July 1917, Michael Heaviside returned to a hero's welcome in Craghead, where he was presented with a gold watch. Footage of his return is available via the following link:

<http://www.iwm.org.uk/collections/item/object/1060000167>

After the presentation, he told the crowds that he had only done his duty and that he was proud to have brought honour to Durham and to Craghead. A few days later, Private Heaviside travelled by train to London and was presented with his Victoria Cross by King George V.

After the war, Michael Heaviside returned to work as a miner at Craghead. On 26 April 1939, he died at his home at Bloemfontein Terrace, aged just 58 years, his health damaged by his years underground and his time on the Western Front. His funeral was at St Thomas's Church, Craghead.

### **2017 Commemoration Events**

A Steering Group of Officers, Councillors, and enthusiasts has come together to work on a Heritage Lottery Fund application to fund a number of delivery strands to mark 100 years since Michael Heaviside received the Victoria Cross:

- WW1 and Michael Heaviside VC Education Workshops in local schools
- A Church Service event is to be held on Saturday 6th May 2017 in Gilesgate where he was born to mark 100 years since his act of gallantry. A Michael Heaviside VC Commemoration Stone will also be installed next to the Church.
- WW1 Film Talks over two evenings (11th and 12th July) with commentary by Alastair Fraser (WW1 Film Expert) including the Battle of the Somme, the Heaviside Homecoming footage, and the Battle of Arras.
- A re-enactment event on Wednesday 12th July 2017 on Stanley Front Street and then a Fun Day on Millennium Green in Craghead, along with the unveiling of a replica Michael Heaviside VC Stone at Millennium Green and Stanley Town Council's Michael Heaviside VC Blue Plaque.

### **Funding Support request to Stanley Town Council**

Would Stanley Town Council be so kind in considering the allocation of in kind match funding for the use of the Civic Hall for the WW1 Film Talks on the evenings Tuesday 11th and Wednesday 12th July 2017 and allocate £2,000 of your Heritage Funding stream to contribute to the Re-enactment Event and Fun Day?

The £2,000 allocation would be used to fund attractions for the Parade and Fun Day. Attractions could include; a Charabanc and horses, open top car, Penny Farthing experience.

**Many thanks for your consideration.**



# Stanley Town Council Community Engagement Strategy

The Town Council recognises that it is uniquely placed to represent the views of its residents and provide community leadership. This strategy sets out how we engage with the local community to identify their needs and aspirations and how it can improve community engagement to give people a voice and involve them in decisions affecting their quality of life.

## 1. Stanley Town Council aims to:

- (i) Represent and promote the interests of Stanley and its people of all ages in all its activities;
- (ii) Provide the best possible amenities and services by the efficient use of available resources;
- (iii) Actively involve local people in decisions affecting activities in the local area;
- (iv) Promote equality of opportunity and oppose discrimination;
- (v) Be open and accountable in all it does;
- (vi) Enhance quality of life by protecting and enhancing Stanley's ecological and environmental assets.

## 2. In order to achieve these aims, the Council will:

- (i) Work closely with residents, local businesses and community groups;
- (ii) Engage with as many people as possible who want to participate in decision making, monitoring services and planning for the future;
- (iii) Ensure, that through the use of a wide range of approaches to public involvement and community engagement, we actively encourage the involvement of residents to capture their views and learn their concerns, and effectively use those views as an integral part of the decision-making process; and
- (iv) Ensure that residents have opportunities to be heard at every stage and the capacity to be effective citizens.

## 3. Defining the community

The Town Council considers the community of Stanley to comprise:

- (i) All residents of the parish;
- (ii) Users of the Town Council's services and facilities;
- (iii) Those who work or own businesses within the parish;
- (iv) Young people who live and/or go to school within the parish; and
- (v) Local voluntary organisations, clubs and societies and any group or organisation that represents some or any of the members of the above sections of the community.

In addition to the above, the Town Council recognises that there are certain bodies that are crucial to the quality of life in Stanley and aims to maintain excellent working relationships with these bodies, including Durham County Council, the local Area Action Partnership, Durham Police, Durham & Darlington Fire Service, NHS providers and, in order to share best practice and innovation, other town and parish councils in the County.

#### **4. How community engagement is facilitated**

The Town Council provides the following:

- (i) A website providing information about the parish, Council initiatives and documents detailing the Council's decisions, expenditure and governance;
- (ii) A strong social media presence, recognising that a significantly higher number of residents can be reached through this medium than they can through the standalone website;
- (iii) An annual report providing details of the activities and expenditure of the Council;
- (iv) Regularly updated noticeboards promoting the work of the Council, its partners and other local organisations;
- (v) Residents may contact the Town Council offices in person and by telephone Monday to Thursday 9.30am – 4.30pm and Friday 9.30am – 4.00pm with an answerphone provided for messages outside these hours;
- (vi) Details of how to contact the Town Clerk's office and elected members are provided in the newsletter, on noticeboards and on the website;
- (vii) Ensuring all meetings of the Council are open to the public and press with a period set aside for residents to speak;
- (viii) Full Council meetings are video recorded and broadcast live on Facebook to maximise engagement, accountability and transparency;
- (ix) A quarterly newsletter, Stanley Life, delivered to all residents and businesses across the town and also available from libraries/community centres and on the website;
- (x) Community forums will be held when required to address important issues affecting the area;
- (xi) Additional public meetings will be arranged to address controversial issues;
- (xii) Holding a wide range of community events which provide opportunities to engage with the public and raise community spirit and Civic Pride;
- (xiii) Press releases to manage the media effectively to promote and enhance the reputation and community ownership of the Council;
- (xiv) Effective use of the Arms of Stanley to promote the work of the Council and the parish to the wider area;
- (xv) Good internal communications – making sure staff and members are informed and give consistent messages and representations on behalf of the community;
- (xvi) To seek opportunities for Town Councillors to represent the Council on various outside bodies to ensure good two-way communication with regular reports of these meetings made to the Council; and
- (xvii) Councillors to hold regular surgeries and provide other informal opportunities for residents to speak to them.

#### **5. Improving community engagement**

The Town Council will:

- (i) Publicise the positive results from working with the community and other partners;
- (ii) Seek to work with North Durham Academy and Tanfield School to ensure the views of young people are heard and taken into account;
- (iii) Identify new and innovative opportunities to work with local community groups;
- (iv) Make the fullest possible use of modern communication methods; and
- (v) Review the Community Engagement Strategy annually to ensure its relevance.

This document was adopted by Council on .....