

12/07/2018

To whom it may concern

As secretary for The Friends of the Civic Hall and a concerned member of the public I would like to ask the following:

Has a decision been made on a pantomime for this winter?

Rumours are rife and schools are getting anxious about deposits and missed opportunities if there is no pantomime this year.

Joan Oldfield

Joan Oldfield,

MINUTES of the ORDINARY MEETING OF STANLEY TOWN COUNCIL

Held at Stanley Civic Hall on Tuesday 26th June 2018 at 6.30pm

PRESENT: **A Clegg*** C Hampson H Clark M Davinson J Kane
 C Marshall J McMahon B Nair J Nicholson J Pallas
 J Stephenson L Timbey D Tully J Tully G Wilkinson
 C Bell

***Town Mayor**

OFFICERS: Alan Shaw (Town Clerk)
 Nicola James (PA to the Town Clerk)

IN ATTENDANCE: 5 members of the public

37 APOLOGIES FOR ABSENCE

Apologies from Cllr J Clark, L Christie and D Marshall were accepted by Council.

38 DECLARATIONS OF INTEREST

Cllr J Nicholson, C Bell, D Tully, J Tully & G Wilkinson declared a non pecuniary interest in item 11.

39 TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor advised Members of his appointments he attended since becoming Town Mayor at the AGM in May.

The Town Clerk advised Members not to speak until they have been recognised by the Town Mayor, and to stand when speaking. The meeting is being recorded but not live streamed.

40 PUBLIC PARTICIPATION

No questions had been received in writing. There were no questions from the public in attendance.

41 CONFIRMATION OF MINUTES

It was proposed by Cllr M Davinson, seconded by Cllr L Timbey and **RESOLVED** that the minutes of the AGM on 22nd May 2018 be **APPROVED** and signed as a correct record.

42 MINUTES OF OTHER MEETINGS

It was proposed by Cllr B Nair, seconded by Cllr C Marshall and **RESOLVED** that the minutes of the Finance & General Purposes Committee held on 13th June 2018 be **RECEIVED** by Council.

43

RECOMMENDATIONS OF COMMITTEE MEETINGS

(i) Establishment of Task Groups

(a) Civic Hall Expenditure

It was proposed by Cllr B Nair, seconded by Cllr J Stephenson and **RESOLVED** that the Terms of Reference (below) be adopted by the Task Group, that the Task Group consist of 3 Labour Councillors and 1 Derwentside Independent Councillor, and that the Town Clerk contact the Group Leaders for the names of those Councillors.

Terms of Reference

- Review financial and budgetary matters relating to the operation of Stanley Civic Hall.
- Develop a financial and operational action plan with recommendations to report to the Finance Committee.
- To have oversight of proposals for the future events programme in the Civic Hall.
- To seek to re-establish and lead a Civic Hall user group to build better links to the community and capture public feedback about future development of the venue.

(b) Policy Review Group

It was proposed by Cllr B Nair, seconded by Cllr J Kane and **RESOLVED** that the Terms of Reference (below) be adopted by the Task Group, that the Task Group consist of 3 Labour Councillors and 1 Derwentside Independent Councillor, and that the Town Clerk contact the Group Leaders for the names of those Councillors.

Terms of Reference

- Review the Council's policy framework.
- Identify and report on gaps in the framework.
- Prioritise the work plan to develop new policy in these areas and to review and update key policies in other areas.

(ii) Allotments

It was proposed by Cllr C Marshall, seconded by Cllr B Nair and **RESOLVED** that the Council should notify the County Council that STC does not intend to accept the transfer of allotment sites and cease all discussions at Officer level concerning the transfer of allotment sites.

44

ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

It was proposed by Cllr M Davinson, seconded by Cllr B Nair and **RESOLVED** that Council **APPROVE** the payment of accounts for May 2018, and **NOTE** the Bank Reconciliation for May 2018.

45 INTERNAL AUDIT

It was proposed by Cllr B Nair, seconded by Cllr J Kane and **RESOLVED** that Council **ACCEPT** the reports of the Internal Auditor and take the necessary action to implement the action plans and recommendations of the auditor. In respect of Member's Initiative Fund, members should retain the ability to authorise payments via e-mail, but should indicate in any authorisation emails whether or not they have any personal or other interests in the project being funded.

46 GDPR REPORT & PRIVACY POLICY

It was proposed by Cllr B Nair, seconded by Cllr M Davinson and **RESOLVED** that the Council **ACCEPT** the report and **ADOPT** the Privacy Policy.

47 ADVICE SERVICE PROPOSAL

The Town Clerk noted the answers to the questions that the Finance & General Purposes Committee asked of the Advice Partnership.

It was proposed by Cllr C Marshall, seconded by Cllr B Nair and **RESOLVED** that the Council provide the £7,500 funding requested, and that this be budgeted for in the future. The Town Clerk is to ensure that the Council is acknowledged.

48 COUNCIL ACTIONS UPDATE

The Town Clerk provided the following updates on Officer Actions:

- (i) **Warden Service** - This is due to commence mid July. Staff have been appointed and are going through checks.
- (ii) **Events Spec** - The Town Clerk advised that an extra-ordinary meeting may be needed to consider the bids.
- (iii) **Louisa Morrison Memorial** - The faculty has been granted and James Harper will work on this after Armed Forces Day.
- (iv) **War Memorial** - Working Group to be convened.
- (v) **Staffing Structure** - Context statement to be issued at the beginning of July.
- (vi) **Stars YC** - The Town Clerk to progress.
- (vii) **Dying to Work** - The Town Clerk to progress.
- (viii) **Civic Regalia** - The Town Clerk to progress.
- (ix) **DBS Checks** - Awaiting response from our queries.

Cllr L Timbey noted he was disappointed that 3 actions were still outstanding from September and October. He also requested that the Defibrillators action be added onto the next Full Council Action Log.

Members **NOTED** the report and updates from the Town Clerk.

49 DATE, TIME AND VENUE OF NEXT MEETING

Tuesday, 24th July 2018, 6.30pm, Civic Hall, Stanley

Contact: Paul Darby
Direct Tel: 03000 261930
email: paul.darby@durham.gov.uk
Our ref: PD / JW



Mr A Shaw
Stanley Town Council
Stanley Civic Hall
Front Street
Stanley
County Durham
DH9 0NA

RECEIVED

17 JUL 2018

12 July 2018

Dear Parish / Town Clerk

2019/20 Budget Planning

As you know the Government abolished the national Council Tax Benefit System on 1 April 2013, replacing it with a requirement for local authorities to work with their precepting bodies to establish a Local Council Tax Reduction Scheme (LCTRS).

These schemes provide a discount against Council Tax, rather than a benefit, and as such impact on the Council's overall Council Tax Base and each Parish and Town Council's Tax Base.

Since these local schemes were introduced, LCTRS grant has replaced the previous Council Tax Benefit subsidy and is payable directly to the Council and the major precepting bodies, being Police and Fire. The Council's grant payment includes an element relating to Town & Parish Councils and whilst local authorities are encouraged to pass this on, there is no statutory requirement to do so. The Council has previously made a commitment to pass on this grant, albeit with pro-rata reductions to the core funding reduction applied to the Council by Central Government.

In previous years I have been able to give you an estimate of future years' LCTRS grant allocations to aid your Medium Term Financial Planning. I am not able to do so this year as the Government is currently undertaking a "Fair Funding Review" of the whole of the local government finance system, the results of which will not be published until Autumn 2019, when the next Comprehensive Spending Review is also due to be published. At this stage I would advise you to assume a "cash flat" position from 2020/21 onwards at this stage.

Resources

Durham County Council, County Hall, Durham DH1 5UE
Main Telephone 03000 26 0000

Text messaging service: 07786027280 – please start your message with the word INFO

Town and Parish Councils received £1.401m of LCTRS grant from the County Council in 2018/19. This amount included £0.005m in respect of an underpayment in 2017/18. The amount of LCTRS grant allocated in respect of 2018/19 was estimated at £1.396m.

The LCTRS adopted by the Council for 2018/19 remains in line with the initial scheme adopted in 2013/14, which mirrored the support available under the former national Council Tax Benefits system. There is therefore no cap in place on the level of support available to vulnerable households in County Durham, with this Council being one of only two in our region and thirty seven (out of 326) nationally to provide this level of support. On 11 July 2018 Cabinet resolved to make recommendations to Council to retain this level of support into 2019/20 therefore there are no plans to change our scheme in 2019/20.

Although no local authority settlement figures have been published for 2019/20 as yet, using the information contained within the final finance settlement for 2018/19, we are forecasting a 34.02% reduction in our Revenue Support Grant for 2019/20.

Assuming the grant passed onto Town & Parish Councils is partially reduced in line with the Council's RSG reductions but partially increased in line with RPI (reflecting the splits in the original Start Up Funding Allocation – details of how this works were provided to Town & Parish Councils in our letter sent in July 2013) then the overall impact on payments to Town & Parish Councils would be as follows:

	RSG Element		Baseline Funding Level		Total	Annual Reduction	
	£m	Reduction	£m	Increase	£m	£m	%
2018/19	0.351		1.045		1.396		
2019/20	0.232	34.02%	1.076	3.00%	1.308	0.088	6.30%

It should be noted that the above forecasts are based on estimates of reductions in RSG and estimated RPI for 2019/20. The reductions in RSG reflect a reduction in funding to the Council proportionate to the current formula. The planning assumptions for 2019/20 are based on indicative spending totals for Government, based on the 2018/19 final settlement figures, which assume continuation of the austerity measures into 2019/20. If Government amend any of the formula factors to proportionately increase or decrease the allocation to the Council then this could change the above position.

Based on the above assumptions the Council has calculated the LCTRS grant due to Town & Parish Councils in 2019/20 as £1.308m.

As I have outlined, local authorities now face a period of greater uncertainty over the funding framework beyond 2019/20. The Council are awaiting the next Comprehensive Spending Review (2019) and the outcome of the Fair Funding Review to inform T&PCs of options in respect of LCTRS Grant allocations for 2020/21 and beyond.

Budget Setting 2019/20

In setting the Tax Base for 2018/19 assumptions were made with regards to incidence and demand for Council Tax Reduction and other discounts and exemptions. The current Tax Base, adjusted for provisions for non – collection and prudent assumptions about demand and take up of Council Tax Reduction discounts for the remainder of the year, is marginally higher than the approved 2018/19 Tax Base. This takes into account new build / demolitions and other tax base changes up to 31 May 2018. Performance in recovering the additional sums levied as a result of the empty homes discount changes introduced in April 2013 continues to be carefully monitored and is in line with budget assumptions.

The updated Tax Base forecasts compared to the existing budget assumptions varies across individual Town & Parish areas depending on local circumstances. Though fine for budget planning purposes, **the current position is not the final position**, as this will be based on the Tax Base forecasts undertaken in October 2018. **The forecasts included in this letter should not be used for final budget setting but for budget planning purposes only.**

Using the updated Tax Base figures and the forecast grant reductions set out earlier it is possible to model the combined impact on your Council next year and I have set this out below:

Stanley Town Council	
Current tax base (2018/19) [A]	7,632.6
Indicative Tax base for 2019/20 [B]	7,654.9
Tax base increase/(decrease) from 2018/19 [C] = [B] - [A]	22.3
Current Band D Council Tax (2018/19) [D]	£92.53
Increase/(Decrease) in Council Tax Yield [E] ([C] x [D])	£2,063.42
Removal of 2018/19 LCTRS Grant [F]	(£117,132.00)
LCTRS Grant Applicable to Your Council for 2019/20 [G]	£108,674.00
Net Position [E] - [F] + [G]	(£6,394.58)

I would also draw your attention to the continued possibility of the Government extending the Council Tax capping controls (the level above which there must be a referendum) to larger Town & Parish Councils from 2019/20. As you will be aware this is something that has been mooted for a number of years now, but not yet enacted.

I trust you find the above information useful in terms of budget planning for 2019/20, please note my earlier comments about these figures being provisional.

Summary

Whilst the assumptions in the Council's Medium Term Financial Plan forecasts may be subject to change following the 2019/20 finance settlement which will be published in Autumn 2018, the information contained above provides a reasonable overview of potential impacts on your Council, based on the current distribution of grant and information available and published to date.

The actual Tax Base forecasts for 2019/20 budget setting purposes will be compiled in October 2018. At that point, as is usual, we will write to you to inform you of your actual Tax Base for 2019/20 and set out details of the deadlines for submitting precept demands etc., which would usually be by 25 January 2019. The actual Tax Base will be reported to Cabinet in December 2018.

A report will be taken to County Council before 15 March 2019 to reaffirm the continuation of the existing LCTRS, with the decision to retain the current scheme (in terms of MTFP planning) being taken by Cabinet on 11 July 2018. The 2019/20 Budget and Council Tax setting meeting of the County Council is 20 February 2019.

Should you require any further information with regards to this letter, please do not hesitate to contact Paul Darby, Head of Finance and Transactional Services Tel. 03000 261930 or email paul.darby@durham.gov.uk.

Yours sincerely

John Hewitt

John Hewitt
Corporate Director; Resources

HELLO JAMES,

Just to say A BIG THANK
YOU FOR YOUR HOSPITALITY.

WE RAISED £983.45!!

I LOOK FORWARD TO WORKING
WITH YOU IN THE FUTURE

REGARDS

DOROTHY C.

**HELP for
HEROES**

Support For Our Wounded

NO: 54516

DATE: 1/7/2018

EVENT ID: GEN 018 72119

THE SUM OF: £983.45

FROM/FOR: ARMED FORCES DAY STANLEY

SIGNED: _____ SIGNED: [Signature]

www.helpforheroes.org.uk

RECEIVED WITH THANKS

Registered Office: 14 Parkers Close, Downton Business Centre, Downton, Salisbury, Wiltshire SP5 3RB.
Telephone 01725 513212. Help for Heroes is a limited company registered in England (06363256), and a charity
registered in England and Wales (1120920) and Scotland (SC044984). Help for Heroes Trading Limited is a private
company limited by shares registered in England and Wales with company number 06380957 and is a wholly owned
subsidiary of Help for Heroes. Registered with Fundraising Regulator.

Item 7 - ATTACHMENT E

MIFs Paid 2018-19 as of 19/7/18

MIF Number	Date Paid	Amount	Organisation	Project Name	Councillors
649	27.04.18	£1500	Beamish & East Stanley Sports Club	Renew Lighting System	J Pallas
650	27.04.18	£2625	Stanley Learning Partnership Ltd	Start Awards	L Timbey, C Marshall, J Kane, C Hampson, & L Christie
651	27.04.18	£1600	Stanley Events	Kitchen / Office Refurbishment	L Christie & J Kane
653	16.05.18	£1765	South Moor Bowling Club	Secure Storage Container	L Timbey, J McMahon, C Hampson & L Christie
654	06.07.18	£3000	Stanley Woodcraft Folk	Summer Camp	J Pallas, A Clegg, J Stephenson, J McMahon, B Nair & C Marshall
655	16.05.18	£500	East Stanley Allotment Assoc	Skip Hire	A Clegg
656	27.06.18	£600	Consett Rugby Club	U18's USA Tour	C Marshall
657	06.06.18	£645	Consett & Stanley DLI Assoc	Eden Camp	J McMahon
658	15.06.18	£1400	Quaking Houses Village Hall Assoc	Community Fun Day	C Hampson, J Stephenson, L Timbey, L Christie, J Kane, C Marshall, J Pallas, J McMahon, A Clegg, T Armstrong & B Nair
659	27.06.18	£1270.69	Youth Connection	Lucky Durhams	J Kane, J Stephenson, C Marshall, A Clegg, L Christie & B Nair

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660	27.06.18	£1775	Catchgate & Annfield Plain Action Partnership	Summer & Autumn Events	J Stephenson, J Nicholson, C Bell, J Clark & B Nair
662	27.06.18	£300	Annfield Plain Cricket Club	Summer Fayre	J Clark, J Nicholson & C Bell
663	27.06.18	£150	Annfield Plain Womens Institute	Dumfries House Trip	C Bell & J Nicholson
664	27.06.18	£150	Tanfield LEA & District CA	Fundraising Confectionery	D Tully, J Tully & H Clark
665	06.07.18	£3500	Beamish FC	Beamish Presentation Day	L Christie, M Davinson, C Marshall, J Pallas, J McMahon, L Timbey & A Clegg

2018-19 Schedule of Meetings

Day	Current Date	Proposed Date ('-' = no change)	Meeting
Tuesday	5 June 2018	-	Task & Finish Sub-Committees
Wednesday	13 June 2018	-	Finance & General Purposes
Tuesday	26 June 2018	-	Full Council
Tuesday	3 July 2018	-	Task & Finish Sub-Committees
Wednesday	11 July 2018	-	Finance & General Purposes
Tuesday	24 July 2018	-	Full Council
Tuesday	4 September 2018	-	Task & Finish Sub-Committees
Wednesday	12 September 2018	5th September 2018	Finance & General Purposes
Tuesday	25 September 2018	-	Full Council
Tuesday	9 October 2018	-	Task & Finish Sub-Committees
Wednesday	17 October 2018	10th October 2018	Finance & General Purposes
Tuesday	30 October 2018		Full Council
Tuesday	6 November 2018	-	Task & Finish Sub-Committees
Wednesday	14 November 2018	7th November 2018	Finance & General Purposes
Tuesday	27 November 2018	-	Full Council
Tuesday	11 December 2018	-	Task & Finish Sub-Committees
Wednesday	12 December 2018	-	Finance & General Purposes
Tuesday	22 January 2019	Full Council	
Tuesday	5 February 2019	-	Task & Finish Sub-Committees
Wednesday	13 February 2019	6th February 2019	Finance & General Purposes
Tuesday	26 February 2019	-	Full Council
Tuesday	5 March 2019	-	Task & Finish Sub-Committees
Wednesday	13 March 2019	6th March 2019	Finance & General Purposes
Tuesday	19 March 2019	-	Town Meeting
Tuesday	26 March 2019	-	Full Council
Tuesday	9 April 2019	-	Task & Finish Sub-Committees
Wednesday	17 April 2019	10th April 2019	Finance & General Purposes
Tuesday	30 April 2019	-	Full Council
Tuesday	7 May 2019	-	Task & Finish Sub-Committees
Wednesday	15 May 2019	8th May 2019	Finance & General Purposes
Tuesday	28 May 2019	-	Annual General Meeting

FULL COUNCIL ACTION LOG - Updated 20-6-18

Meeting Date	Minute Ref	Lead Officer	Agenda Item	Action	Date Complete	Notes
27.03.18	301	Alan Shaw	12 - Civic Hall Fees and Charges	Implement new fees and charges for 2018/19		New fees agreed by Council on 27/3/18 and implemented
27.03.18	300	Alan Shaw	11 - Draft SLA for Warden Service	Negotiate service with DCC		Meeting held with DCC, Spec is agreed and rollout of service is planned for Mid July
27.03.18	299	Alan Shaw	10 - Events Specification	Move forward and advertise for partners to bring bids to Council		Uploaded to Contract Finder website. Deadline for submissions is 19th May 2018. Submissions received, report and decision pending
27.03.18	296	Nicola James & Alan Shaw	7 - Recommendations of Committee Meetings	Inform grant applicants of decisions, send offer letter and arrange for payment		Nicola informed applicants 29.03.18 Offer letters to follow
13.03.18	265	James Harper	12 - Louisa Morrison Memorial	Apply for faculty to have the memorial stone moved to the Louisa site in Stanley		Consultation period for faculty application expires on 26/4/18 and will be submitted. Awaiting the outcome of the faculty application
13.03.18	263	James Harper	10 - War Memorial	Working Group to be convened to identify whether there is public support.		Request for meeting with working group sent on 18-3-18, no meeting yet arranged, to be re-sent.
13.03.18	261	James Harper	8 - Events Specification	Assessment criteria to be added to and revised spec submitted to Council on 27.03.18		Spec agreed on 27/3/18
23.01.18	252	Alan Shaw	13 - Budget and Precept (Part B)	Implement staffing structure (including wardens service and TUPE of GWNE staff)		Staff meetings held between 24.01.18 and 29.01.18. Initial meetings held with HR advisor on 31.01.18. Outline of the restructure process circulated to members on 9.2.18. Initial drafts of new JDs done 6.2.18. Discussions with HR re: JDs on-going. Context statement and JDs on Agenda for 24th April for approval. Coffee shop staff given notice and due to finish on 10th May 2018. GWNE staff have been transferred. Staff consultation due to begin for implementation.
23.01.18	250	Alan Shaw	10 - Budget and Precept (Part A)	Submit precept demand	24.01.18	Done
23.01.18	249	James Harper	9 - Stanley in Bloom	Jointly manage the Stanley In Bloom campaign with DCC		Meeting held with DCC on 16.2.18. Report to be brought to P&I Committee for 13.3.18. Report to be submitted to P&I in May. Decision taken to defer to 2019/20
23.01.18	248	Alan Shaw/ James Harper	8 - Recommendations of Committee Meetings	Environmental Cleanup team to be brought in house		Meeting held with Groundwork and notice given. Work underway to secure lease vehicles and uniform and to agree inventory of equipment for transfer. Premises and storage issue outstanding. Staff TUPed across on 23rd April
23.01.18	248	Alan Shaw	8 - Recommendations of Committee Meetings	Police Cars - to be forward funded over three years	16.03.18	Invoice received and process for lease of vehicles
23.01.18	248	Alan Shaw	8 - Recommendations of Committee Meetings	Stars YC - Detailed plan to be submitted before the end of the financial year		Requested update on 16-3-18 and chased on 18-4-18
28.11.17	187	Alan Shaw	8 - Recommendations of Committee Meetings	Dying to work Policy. Implement Policy and contact TUC to publicise		Initial contact made with TUC date to be arranged for publicity.
07.11.17	154	Alan Shaw	5 - Request from the Just for Women Centre	The Town Council will seek to purchase the property at no more than the maximum price agreed		Building purchased. JFW have occupied
24.10.17	148	Alan Shaw	11 - Stanley Council Offices	Notify DCC that the Town Council intends to withdraw from the purchase of the building on the current terms	30.10.17	Done
24.10.17	148	Alan Shaw	11 - Stanley Council Offices	Liaise with DCC and express our desire to see the building restored in the medium term, with a focus on the use of the building as a heritage asset for the town		To be actioned following restructure (13.03.18)
24.10.17	148		11 - Stanley Council Offices	Research into possible sources of funding, with the assistance of suitably qualified and experienced fund raisers who can identify sources and prepare bids for external funding		To be actioned following restructure (13.03.18)
24.10.17	145	Alan Shaw	8 - Medium Term Plan	In consultation with the Chairman of Finance, prepare an outline 3 year delivery timeline and indicative budget estimates for the delivery of the plan	28.11.17	Done
24.10.17	144	Alan Shaw	7 - Recommendations of Finance & Governance	Adapt the Cirencester Standing Orders and amend our own SO's accordingly	24.10.17	Done
24.10.17	140	Nicola James	3 - Town Mayors Announcements	Date for OAP Christmas Dinner to be emailed to Members	10.11.17	Done
26.09.17	120	Alan Shaw	11 - Civic Regalia	The Town Clerk look into the costs for purchasing Civic Regalia for the Town Mayor's consort and the Deputy Town Mayor and report findings to FC		Outstanding

Item 10 - ATTACHMENT G

Meeting Date	Minute Ref	Lead Officer	Agenda Item	Action	Date Complete	Notes
26.09.17	118	James Harper	9 - Recommendations of Projects & Initiatives	Christmas - Officers be instructed to deliver the event in line with that outlined in the draft specification	6.12.17	Event delivered in accordance with spec
26.09.17	118	Alan Shaw	9 - Recommendations of Finance & Governance	MIF Policy - A working group be established to review the current policy and bring recommendations to FC	24.10.17	Policy reviewed and amended
26.09.17	118	James Harper	9 - Recommendations of Finance & Governance	DBS Checks - Council should implement a policy of compulsory DBS checks for elected members in line with DCC policy and ID cards be purchased for members and staff		Outstanding - Tasked J Harper with delivery 12.2.18
26.09.17	118	Nicola James	9 - Recommendations of Finance & Governance	ID Cards to be purchased for members and staff		Done
25.07.17	76	Alan Shaw/ James Harper	7 - Recommendations of Projects & Initiatives	Louisa Memorial - DCC should be asked for a licence to have the stone relocated to Annfield Plain Park		Permissions have been obtained for both locations, however the matter is still not resolved. On agenda for 27.2.18
25.07.17	76	James Harper	7 - Recommendations of Projects & Initiatives	Armed Forces Day - 2018 planning should begin immediately		Ongoing.
25.07.17	76	James Harper	7 - Recommendations of Projects & Initiatives	Christmas - A specification should be produced for the Christmas Light switch on event and that bids are invited from outside providers		Draft spec on agenda for 27.2.18
27.06.17	45	James Harper	7 - Recommendations of Projects & Initiatives	The two surplus tractors be donated to Beamish FC and Annfield Plain FC	23.11.17	Both tractors handed over.
27.06.17	45	Alan Shaw	7 - Recommendations of Projects & Initiatives	An extra-ordinary meeting of Council be scheduled to consider medium term planning in detail		Meeting was not held , MTP was completed through P&I process in November 2017.