

# **MINUTES of the ORDINARY MEETING OF STANLEY TOWN COUNCIL**

Held at Stanley Civic Hall on Tuesday 25th September 2018 at 6.30pm

**PRESENT:**    A Clegg\*            C Bell            L Christie            G Binney            C Hampson  
                   M Davinson       B Nair            D Marshall           J McMahon       J Nicholson  
                   L Timbey         D Tully           J Tully            G Wilkinson

\*Chairman

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

**IN ATTENDANCE:** 4 members of the public

Before the meeting began, the Town Mayor welcomed Cllr Gordon Binney to his first Full Council meeting.

## **100            APOLOGIES FOR ABSENCE**

Apologies from Cllrs J Clark, H Clark, J Kane, C Marshall, J Pallas & J Stephenson were accepted by Council.

## **101            DECLARATIONS OF INTEREST**

Cllr J McMahon declared a pecuniary interest in item 11 (Fireworks) and will leave the room when this item is discussed.

## **102            TOWN MAYOR'S ANNOUNCEMENTS**

The Town Mayor updated Members on his commitments since the last Full Council meeting. He has attended most of the Play in the Park events which had gone well. He attended the EID awards, Sedgefield afternoon tea, and the Alfie Taylor fun day.

The CDM introduced the two Stanley Town Council Neighbourhood Wardens, Kieron and David, to Members. He reminded Members to wait until recognised by the Town Mayor and to stand when speaking. He announced that the meeting was being recorded by STC and Mr Rollings and that mobile phones should be switched off or turned to silent.

## **103            LEADER'S STATEMENT**

Cllr David Marshall congratulated Cllr Gordon Binney on becoming the newly elected Councillor for the Havannah ward. Gordon will no doubt be valuable to the Council as he is involved in a number of local organisations and works hard in the community. Cllr Marshall noted that the Play in the Park events during the summer went extremely well and were well received. He noted that families well grateful for the new siting of the miners memorial.

Cllr Marshall noted that the Council are fulfilling their election promises, such as bringing back the Neighbourhood Wardens and completing a reorganisation of staff. The Neighbourhood Wardens are now in post doing an excellent job. The Deputy Town Clerk post is now being advertised and will be filled soon.

**104 PUBLIC PARTICIPATION**

No questions were received in writing and there were no questions from the floor.

**105 CONFIRMATION OF MINUTES**

It was proposed by Cllr B Nair, seconded by Cllr L Timbey and **RESOLVED** that the following minutes be approved by Council and signed as a correct record:

- (i) Ordinary Council 24th July 2018
- (ii) Extra Ordinary Council 20th July 2018
- (iii) Extra Ordinary Council 13th August 2018

**106 COMMITTEE MINUTES**

It was queried that the minutes of the Finance & General Purposes Committee on 12th September 2018 did not include an action for the Town Clerk to add to the actions list that there needs to be a discussion with DCC re: the Stanley Plan. This is to be amended prior to the minutes being agreed by Committee.

**107 CLLD UPDATE**

This item was deferred as Gemma Dobson was unavailable. Council requested a written report to be distributed.

**108 RECOMMENDATIONS OF COMMITTEE**

- (i) **Chair of Committee** - It was proposed by Cllr B Nair, seconded by Cllr L Christie and **RESOLVED** that Cllr M Davinson be Chair of the Finance & General Purposes Committee.
- (ii) **Budget Monitoring** - It was proposed by Cllr B Nair, seconded by Cllr L Timbey and **RESOLVED** that the Council set aside a salaries budget of £370,000 in 2019/20 to cover salaries and occasional out of hours/ overtime payments.

**109 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION**

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

**110 FIREWORKS**

Cllr J McMahon left the meeting 18.43.

It was proposed by Cllr C Hampson, seconded by Cllr G Binney and **RESOLVED** that the request for payment be agreed as this is a popular event with fantastic reviews which gives local businesses and charities a chance to stay open and get further trade with passing members of the public.

Cllr J McMahon rejoined the meeting 18.49.

### 111 CIVIC HALL WORKING GROUP

Cllr D Marshall noted that for the Council to make a difference this working group needs to be underway. He is delighted that Cllr H Clark is joining the working group. The terms of reference are wide ranging, and the group will find out where money is being spent in the Civic Hall which will be reflected in the budget. Another meeting is to be arranged when the Town Clerk is back from annual leave.

It was proposed by Cllr M Davinson, seconded by Cllr L Christie and **RESOLVED** that the Council **APPROVE** the Terms of Reference, **GRANT** the delegations tot he group required by them and **AGREE** the Aims and Objectives identified by the group.

### 112 BEACONS OF LIGHT

The CDM noted that installation costs could not be obtained until he had met with DCC on 26th September. It was proposed by Cllr M Davinson, seconded by Cllr B Nair and **RESOLVED** that the proposal go ahead, equipment be ordered and an update on the siting and the pit can be provided to Council at a later date.

### 113 NEIGHBOURHOOD WARDENS UPDATE

The CDM noted the reports that had been provided to Members and advised that the Wardens continue as they are.

Cllr C Bell questioned where the money from fines goes. The CDM will discuss this with Belinda Snow and get back with an answer.

Members **NOTED** the reports.

### 114 TOWN MAYOR'S CAROL CONCERT

Members **NOTED** that the Town Mayor's Carol Concert will be held on Sunday 16th December at 6pm.

### 115 APPROVAL OF JOB DESCRIPTIONS

It was proposed by Cllr B Nair, seconded by Cllr L Timbey and **RESOLVED** that the job descriptions for the Operations Manager and Duty Assistant be **APPROVED**.

### 116 CONCLUSION OF AUDIT

The CDM noted the two minor issues identified by the external auditor. It was proposed by Cllr D Marshall, seconded by Cllr J McMahon and **RESOLVED** that the report be **NOTED**.

### 117 COUNCIL ACTIONS UPDATE

The CDM noted the following updates:

**War Memorial Working Group** - Another meeting is to be arranged.

**Stars YC** - Cllr J McMahon noted that this information was provided in April and that the actions log needs updating.

**Dying to work Policy** - The Town Clerk to progress.

**DBS checks** - It was proposed by Cllr D Marshall, seconded by Cllr J McMahon and **RESOLVED** that this issue be resolved asap.

118

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

Tuesday, 23rd October 2018, 6.30pm, Civic Hall, Stanley

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**MINUTES of the FINANCE AND GENERAL PURPOSES COMMITTEE MEETING OF STANLEY TOWN COUNCIL** held at Stanley Civic Hall on Tuesday 9th October 2018 at 6.30pm

**PRESENT:**    **Cllr M Davinson\***    Cllr A Clegg    Cllr C Bell    Cllr G Binney  
                 Cllr J Clark    Cllr H Clark    Cllr C Hampson    Cllr C Marshall  
                 Cllr D Marshall    Cllr J McMahon    Cllr J Nicholson    Cllr J Pallas  
                 Cllr J Stephenson    Cllr L Timbey    Cllr D Tully

**\*Chairman**

**OFFICERS:**    Alan Shaw (Town Clerk)  
                 Nicola James (Senior Administration Officer)  
                 James Harper (Operations Manager)

**ABSENT:**    Cllr L Christie

**119            APOLOGIES FOR ABSENCE**

Apologies from Cllr B Nair, J Kane, G Wilkinson & J Tully were accepted by Committee.

**120            DECLARATIONS OF INTEREST**

Cllr J McMahon declared a non-pecuniary interest in Item 8 - Stars Youth & Community.

**121            PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR**

The Town Clerk reminded Members to turn their mobile phones off or switch them to silent and that meeting was being recorded by the Council.

**122            PUBLIC PARTICIPATION**

Nothing was received prior to the meeting.

**123            CONFIRMATION OF MINUTES**

The Town Clerk noted that page 3 minute number 98, the action to contact the Director of Planning, had been added to the Committee Actions list.

Members **APPROVED** the minutes of the Finance and General Purposes meeting held on 12th September 2018. The Chair signed them as a correct record.

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**124 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION**

It was proposed by Cllr D Marshall, seconded by Cllr A Clegg and **RESOLVED** that Committee:

- (i) **APPROVE** the payment of accounts for September 2018
- (ii) **NOTE** the Bank Reconciliation for September 2018

**125 MEMBER'S INITIATIVE & GRANT FUNDING**

It was proposed by Cllr C Marshall, seconded by Cllr A Clegg and **RESOLVED** to defer this item and for Members to feed ideas into Full Council how to amend the MIFs and make them more fit for purpose.

**126 STARS YOUTH & COMMUNITY DELIVERY PLAN**

It was proposed by Cllr D Marshall, seconded by Cllr J Stephenson and **RESOLVED** that the activity plan report be accepted. Cllr C Marshall recommended that Council feed back to Stars thanks for what they have delivered so far, and ask them if they have a proposed delivery plan come April 2019.

**127 COMMITTEE ACTIONS UPDATE**

The Town Clerk provided the following updates to Committee:

- (i) **Lights Out Beacon** - The remembrance event is in hand. The beacon has been ordered and it will go where the Christmas tree is usually sited.
- (ii) **Festive Light Working Group** - There are some issues with the lighting scheme proposed due to DCC policy. James Harper is looking into this and will look into a back up plan. James to provide Cllr C Marshall with the timeline of discussions.
- (iii) **Review of MTP** - The Town Clerk has met with staff and their ideas will be brought forward to Full Council.
- (iv) **County Durham Plan** - The Town Clerk has a meeting with Ian Thompson on 10 October and will feedback information to Full Council.
- (v) **Defibrillators** - James Harper is waiting on the go ahead from the Job Centre.
- (vi) **Speed Visor** - The Town Clerk has spoken with Dave Clark and will chase to bring this forward.
- (vii) **Youth Council** - To be looked at during the review of the MTP.

**128 SCHEDULE OF MEETINGS**

It was proposed by Cllr C Marshall, seconded by Cllr D Marshall and **RESOLVED** that the committee **RECOMMEND** that Full Council accept the proposed schedule of meetings.

**129 EXCLUSION OF PRESS AND PUBLIC\***

\*Recording of proceedings was stopped at this point.

Committee **RESOLVED** 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:  
Staff Confidentiality*

**130 RECRUITMENT EXERCISE**

It was proposed by Cllr C Marshall, seconded by Cllr J McMahon and **RESOLVED** that:

- (i) All Councillors and staff meet the candidates as part of the selection process and feedback on their first impressions be taken into account.
- (ii) Councillors be involved in the long listing, short listing and interviews along with the Town Clerk and make recommendations to Council - those Councillors being J Stephenson, L Timbey & M Davinson.
- (iii) A written test and presentation be undertaken as part of the process.

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

Wednesday 14th November, 6.30pm, Stanley Civic Hall.

2018-19 Schedule of Meetings				
Tuesday	9 October 2018	Finance & General Purposes	Bamburgh	
Tuesday	23 October 2018	Full Council	Bamburgh	
Wednesday	14 November 2018	Finance & General Purposes	Little Shop in the theatre	
Tuesday	27 November 2018	Full Council	Bamburgh	
Wednesday	12 December 2018	Finance & General Purposes	Bamburgh	
Tuesday	22 January 2019	Full Council	Bamburgh	
Wednesday	13 February 2019	Finance & General Purposes	Lumley Room	
Tuesday	26 February 2019	Full Council	Bamburgh	
Wednesday	13 March 2019	Finance & General Purposes	Lumley Room	
Tuesday	19 March 2019	Town Meeting	Bamburgh	
Tuesday	26 March 2019	Full Council	Bamburgh	
Wednesday	10 April 2019	Finance & General Purposes	Lumley Room	
Tuesday	23 April 2019	Full Council	Bamburgh	
Wednesday	15 May 2019	Finance & General Purposes	Bamburgh	
Tuesday	28 May 2019	Annual General Meeting	Bamburgh	



TEL: BISHOP AUCKLAND  
STD. CODE 01388  
REV. GEOFF H. LAWES, B.A., M.A., M.Ed.

Address  
supplied

4<sup>th</sup> Sept. - 2018.

Dear Alan,

I have tried repeatedly - with minor alterations of e-mail address - to contact you - and despair of my efforts!

This is just a line to thank you for your contact of me towards the end of last month, with regard to the re-siting of the Louise Morrison Pitt disaster Memorial, August 23<sup>rd</sup>.

Would you please pass on my thanks to Cllr. David Marshall, and also to Cllr. Alex Gregg your town mayor. James Harper also was a big help in the flauters arrangement and success of this occasion. It was a most memorable time and a great pleasure to be a part of it.

Yours sincerely,  
Geoff. Lawes.

# Marc Bolam

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Address supplied

2<sup>nd</sup> October, 2018

Cllr. Alexander Clegg  
Town Mayor, Labour  
2 Browning Close,  
East Stanley  
DH9 6UE.

Dear Cllr. Alexander Clegg,

Following a successful season for Tom Bolam in his development at cricket, he has been invited to attend a select Durham CCC Academy team to play in the Dubai Gulf Cup against associated teams from all over the Gulf, Indian sub-continent and South Africa.

There's an awful lot of work that goes on behind the scenes to make sure that all children can enjoy their cricket and the local facilities in Stanley contribute immensely to support Tom to progress, such as the Louisa Centre for practice sessions and the North Durham Academy which is very supportive.

Whilst every team plays to win, it is an equally important in the player's development that they understand that sport, just as in life, isn't a "success only" journey and they will need to learn to handle challenges, loss and adversity with dignity, resolve and improve the quality of life in our communities whilst developing a sense of pride. This is such an important part of any individuals program. Arguably we learn more from our losses than our victories and no lesson is ever wasted unless we fail to learn from it.

In connection with the trip, Durham CCC have requested if local Council's would care to donate as a sponsor to help towards the costs of the 12-day trip with the estimated associated costs in the region of £1400 (flights £760 plus accommodation). Please be mindful that this will only be a cricket related tour with pressure to do well on performing at this level.

I have always advocated Tom to have a strong school/work ethic to succeed at any level. Whichever career path he chooses and with the development from North Durham Academy in producing well rounded young people who can make a positive contribution to their communities, I'm sure your continued support will significantly contribute for any success built on hard work.

I would like to thank you in advance for your continued support and look forward to hearing from you.

Sincerely,

Marc Bolam



## Medium Term Plan Timeline 1 Year Review

Prepared for: Finance & General Purposes Committee, September 2018  
 Prepared by: Alan Shaw, Town Clerk  
 Date: 4th September 2018

### ACTION PLANS

**Objective 1: Champion the regeneration of Stanley and its villages by bringing back into use empty buildings and derelict land across the area.**

Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
1	Establish a mechanism for Councillors, partners and the community to identify derelict land and buildings.	Dec 17	J Harper	All Cllrs to identify sites, partner to be consulted, staff to compile database	Officer time	Started	Members asked to identify sites in their area to be notified to Steve McAllan for investigations. Small number of sites identified, however project needs to be revisited - neighbourhood wardens inlace can now lead.	JH/ wardens	
2	Establish a database of identified land and buildings.	Jan 18	J Harper	Ask DCC/ Police/ Fire for their problem premises	£200 for land searches	Not done	Suggested project should be led by the Neighbourhood wardens under our supervision	JH/ wardens	

Objective 1: Champion the regeneration of Stanley and its villages by bringing back into use empty buildings and derelict land across the area.									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
3	Work with DCC in identifying and bringing forward suitable development across Stanley and to feed into the development of the County Durham Plan.	March 18	TC + Project s Cttee	Work with partnership officers to prioritise sites and develop action plans	Feed into existing derelict buildings project	Not started	STC has requested that DCC help us to establish a forum with stakeholders to enable the Town Council and the wider community to engage in the local plan.	TC	Nov 18
4	Review the progress of the above actions and amend as needed.	ongoing	J Harper / TC	Need to get buy in from partner organisations with relevant powers	Unknown				

Objective 2. Tackle environmental crime and issues by reinstating the neighbourhood wardens service across the area.									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
1	Explore and develop the direct employment of a team of Neighbourhood Wardens to service the Stanley Town Council area.	March 18	TC + Projects Cttee	Costed Options paper to be produced for Council to consider by January 18	in region of £100, 000 per year	Complete	The warden service commenced in July 2018.	AS	Complete
2	Explore options for directly employ team of environmental staff to be based around key park areas and to carry out localised litter picking.	Nov 17	TC + Projects Cttee	Consideration to be given to retaining existing arrangements vs direct provision	in region of £70,000 per year	Complete	The Environmental Caretaker Service was brought in house in April 2018.	AS	Complete

## Objective 2. Tackle environmental crime and issues by reinstating the neighbourhood wardens service across the area.

Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
3	Support the Police by funding two new police vehicles to be utilised by both the police and a future neighbourhood warden service.	Nov 17	TC	Procurement to be led by Durham Constabulary - vehicles to be capable of shared use.	£45,000 over four years	Ongoing	Funding has been agreed by STC and finance transferred to Durham Constabulary. Vehicles are expected to enter service imminently	AS	
4	Develop and agree how work will be allocated and prioritised by linking with partners including STC, DCC and the local police.	Jan 18	TC/ Police/ DCC + Project s Cttee	Links with DCC service request routing and legal process will be essential as will joint tasking with local policing teams	Officer and Legal costs for SLA/ Delegation - see note 1 below	Ongoing	Tasing of the wardens has been agreed with DCC. Links to be further developed with the police community teams as the service beds in.	AS	

Objective 3. Develop new ways of engaging and working with young people ensuring there are a range of activities and facilities for them									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
1	Establish positive links with the AAP Stronger Stanley group to maximise funding opportunities and allocate a budget to match fund projects with the Stanley AAP.	Ongoing	TC + AAP Co-Ord	Through the Stronger Stanley Thematic Group	Officer time/ not possible to estimate until specific projects are developed	Ongoing	The method of budget allocation which the County Council uses has made it impractical to pool budgets as was envisaged, links are maintained through liaison and projects are carried out in partnership.	AS/ JH/ Deputy TC	Ongoing

Objective 3. Develop new ways of engaging and working with young people ensuring there are a range of activities and facilities for them									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
2	Carry out an audit of all existing youth work activities across the Stanley area to include; where the provision takes place, who it is provided by, what age range does it include, when it is provided and how the activities are promoted.	March 18	J Harper / existing providers	Work alongside existing providers and Stanley AAP.	Officer Time	Complete	A survey was carried out by Stars Youth & Community on our behalf and presented to Council in June 2018.	JH	Complete



Objective 3. Develop new ways of engaging and working with young people ensuring there are a range of activities and facilities for them									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
3	Support and encourage the principle of a co-ordinated programme of activities, including school holidays covering the entire Stanley area.	March 18	J Harper / existing providers	Map and promote existing provision and identify gaps/ solutions with partners and providers	Currently £30,000 allocated specifically to youth provision  Small grants pot of £15,000 to be put in budget for 18/19	Ongoing	A mechanism needs to be developed to allocate the £15k budget set aside by the Town Council now that pooling it with the AAP has been discounted	AS	

Objective 4. Develop a focused programme of good quality events									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
1	Begin the planning and delivery of the 2018 armed forces day directly by STC and agree budget for the delivery of the event.	Nov 17	J Harper	Decision as to whether Armed Forces event to be packaged up with other events for tender or retained in-house	Budget included in that for item 2	Complete	The 2018 event was delivered in house and the event has been successfully tendered for future years	JH	Complete
2	Develop/ Adopt Tender process for programme of current events in Stanley	Jan 18	J Harper /TC + Projects Cttee	Tender should be over three years (extendable to four) to reduce admin costs	£40000	Complete	Contract let in July 2018	AS	Complete
3	Develop a forward plan and budget of events to be set and agreed annually.	Jan 18	TC	Will need to be developed in partnership with provider	TBA	Ongoing	Needs to be managed through budget setting process for 2019/20	AS	Jan 19

Objective 5. Provide support for community facilities and Sports Clubs across the area									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
1	Undertake mapping exercise of where community buildings and sports clubs in the area are located	July 18	J Harper	Information should be readily available but needs pulling together	Officer time/ some GIS mapping from DCC to support	Not Started	Project needs to be re-prioritised. A number of sports clubs have been supported through MIF and grant funding in the lifetime of the plan on an ad-hoc basis.	AS/ Deputy TC	
2	Use AAP Directory to also map activities taking place	July 18	J Harper	see above	see above	Not Started			
3	Develop a grant funding pot to support core costs of community and sports buildings	Jan 19	TC	Will be difficult to create a new core funding pot in the forthcoming year without increasing the precept	already have commitments re PACT House and now Just for Women approx £22000 pa	Not Started	No core grant funding pot was allocated in the 2018/19 budget	AS	

Objective 5. Provide support for community facilities and Sports Clubs across the area									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
4	Develop an emergency response to support the public in minimising the impact of the introduction of universal credit over the forthcoming holiday period by working alongside our existing partners who have been funded by Stanley Town Council.	Dec 2017	Town Clerk	<b>Priority action</b> Work alongside DCC Welfare Rights, Prince Bishops Credit Union, CAB, Money Advice and the Karbon Homes.	(i) Arrange a meeting with CAB / DCP / PACT House etc. to discuss working together. (ii) Arrange advice services with Universal Credit knowledge to come to Council meeting to discuss plans for UC asap.	Complete	The matter was researched and it was established that the actual numbers who were directly affected over the holiday period were relatively small as the roll out only affected new claimants over that period.	AS	Complete

Objective 5. Provide support for community facilities and Sports Clubs across the area									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
5	Ensure that suitable infrastructure support is available to voluntary sector partners by ensuring support is available to support governance, funding and volunteering across Stanley.	March 2019	Finance Cttee	This will only be achievable by employing a member of staff or an SLA with consultants	not fully scoped	Not Started	This project needs to be brought forward when the new structure is fully implemented	AS/ Deputy TC	

Objective 5. Provide support for community facilities and Sports Clubs across the area									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
6	Develop a three year funding programme for the delivery of the advice services in Stanley to include an outreach service and include the CAB, Money Advice and Welfare Rights.	March 2018	Town Clerk	Existing providers to be asked to produce detailed specification for consideration and 3 year plan	Currently £60,000 pa in revenue budgets	Complete	SLA and budget has been agreed and the new shape service is running	AS	Complete

Objective 6. Ensure the people of Stanley achieve good value for money by ensuring Stanley Town Council is managed effectively									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
1	Review and report the inherited financial position and liabilities of STC by undertaking a full review of STC, financial, staffing and Civic Hall. Detailing beneficiaries and exploring value for money.	March 2018	Chair of Finance and Governance Committee	Detailed report being prepared for Council in January 18	resources in place from existing budgets	Ongoing	The budgets were reviewed during budget setting and work continues to drill down into specific areas of expenditure, particularly in respect of the Civic Hall	AS/ SO	
2	Use AAP Directory to also map activities taking place	March 2018	Chair of Projects and Initiatives	Linkages to be actively identified	There are currently no flexible budgets in place	Not started	Project needs to be developed		

Objective 6. Ensure the people of Stanley achieve good value for money by ensuring Stanley Town Council is managed effectively									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
3	Develop a Long-Term Plan/Vision for Town and surrounding areas	March 19	Project s Cttee	Work with AAP and DCC on this work. Potential links to the town centre master plan	Dependent on level of detail - Neighbourhood Planning exercise would require a significant revenue allocation to pay for planning consultants etc	Not started	The Council has requested that a local forum be established with the support of DCC to take this work forward.	AS	
4	Review the existing procurement policy and processes.	June 2018	Financ e Cttee	Council to highlight perceived issues with current arrangements through Cttee process	not estimated.	June 2018	A review was carried out be members of the current procurement policies	AS	
5	Review the existing HR framework for staff including appraisal, performance management and progression.	March 18	Financ e Cttee	Policies are currently in place to cover some but not all of these matters	Officer time/ external consultancy approx £1000	Ongoing	Policies have been looked at on the basis of need, a full review will be brought forward once Deputy TC is in post	Deputy TC	



Objective 6. Ensure the people of Stanley achieve good value for money by ensuring Stanley Town Council is managed effectively									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
6	Actively seek further external funding opportunities and income generation opportunities	ongoing	TC + Cllrs	Capacity issues within back office team.	Officer time	Not started	When structure is in place options need to be explored and sources of funding identified particularly in relation to the Civic Hall.	JH/ Deputy TC	
7	Develop a joined-up approach to joint/ match funding and partnership working to maximise the use of the forthcoming CLLD	March 2018	Town Clerk and AAP Co-ordinator	Particularly important because of CLLD 1.5 million for area.	Officer time	Not started	The Council needs to develop an approach to the CLLD. CLLD officers will be presenting to Council in September 2018 to move this matter forward.	AS	
8	Adopt and embed new General Data Protection Regulations into STC.	May 2018	Town Clerk	<b>Priority action</b>	Primarily staff time to meet requirements but training will be required for some staff £450 to be set aside for this	Complete	Policy framework updated and Data review carried out in time for implementation of the new regulations/	AS	Ongoing

Objective 6. Ensure the people of Stanley achieve good value for money by ensuring Stanley Town Council is managed effectively									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
9	Investigate the adoption of the Dying to Work Policy	Nov 17	Town Clerk and Cllr Timbey	Currently being explored by a number of councils including DCC. On agenda for Nov 17 meetings	None.	Complete	Policy adopted in November 2017	AS	Complete
10	Conduct a full review of all Council staff to reflect the priorities identified within the MTP	Immediate for rollout in April 18	Town Clerk, LG Leader & Chair of F&G	see note 4 below	See note 5	Complete	Restructuring exercise is scheduled for implementation in October 2018. Recruitment for Deputy TC to complete exercise.	AS	Complete

Objective 7. Introduce a living wage for all Town Council staff and contractors, making sure that people are paid a fair rate for the work they do.									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
1	Cost and introduce the Durham living wage to all STC posts.	March 2018	Town Clerk	This has been costed already and will be presented in the budget for 18/19	approx £15k	Complete	Implemented in April 2018	AS	Complete
2	Ensure all suppliers and contractors of STC pay the Durham Living wage.	March 2018	Town Clerk	see above	see above	Complete	Implemented in April 2018	AS	Complete

Objective 8. Communicate effectively with residents of the area.									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
1	Develop and establish a new communications strategy for the Council that provides value for money and increases the variety of ways we engaged the community and the media, including the wider work of the Council, grant funded projects and the Civic Hall.	January 18	Town Clerk + Projects Committee	Developing a partnership with an external media provider could free some capacity and improve the profile of the Council/ Civic Hall	estimate £2000 per year	Ongoing	A communications partner has been identified and begun handling press and publicity matters for the Council. Discussions currently under way to bring forward a unified Comms strategy for the Council and the promotion Civic Hall to be agreed during budget setting	AS	Nov 18

## Objective 9. Investigate the feasibility of a Heritage Facility in Stanley Town Centre.

Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
1	Sub group to review the current proposal to purchase Stanley Council Offices to ensure financial viability and value for money.	October 2017	LG Leader , Town Mayor, Chair of P&I and Chair of F&G.	Dealt with at Council in October 17	none required	Not Started	Survey identified costs in excess of 1.2 million to bring the building up to standard. Council have dismissed the purchase of the building with a view to trying to work an a package to attract external funding to bring forward a project for the Old Council Offices	LG	
2	Develop a working group to take forward recommendations agreed by Council; produce detailed business plan, investigate financial viability, explore external funding applications.	April 2017	Town Clerk + Cttes	Needs to be properly resourced; eg staff / expertise etc. Develop wider partnership links.	This is a significant piece of work which will require a dedicated resource to project manage	Not started	Needs to be resourced and the aims and objectives scoped and specified. There are in existing budgets no allocations to fund this project which needs to be reviewed.	AS	

Objective 9. Investigate the feasibility of a Heritage Facility in Stanley Town Centre.									
Original Plan Detail						Updated Plan			
No.	Action	Target date	Lead	Comments	Budget Required	Status	Comments	Proposed Lead	Revised Target Date
3	Work alongside existing partners to ensure sustainability and provide suitable support to meet their future ambitions.	ongoing	Stanley Town Council Building Sub group	Council has taken a decision to purchase premises in November 17 for Just for Women Centre	not fully scoped	Complete	Just for Women Centre building has been purchased and is occupied by the charity. Their relaunch in the new premises is planned for September 2018	AS	Complete



**Stanley**  
**Town**  
**Council**

## Medium Term Plan Review 2018

This report pulls together ideas and feedback from staff provided in relation to the council's Medium Term Plan Objectives. Objective 7 (Introduction of the Durham Living Wage) has already been implemented therefore only 8 Objectives were considered.

<b>Objective 1: Champion the regeneration of Stanley and its villages by bringing back into use empty buildings and derelict land across the area.</b>	
<b>Theme</b>	<b>Suggestion</b>
<b>Environment</b>	Caretakers should proactively survey the area and identify issues which could be dealt with by the service
<b>Engagement</b>	The Council should hold public meetings and encourage residents to engage to identify areas where improvements could be made
<b>Streetscene</b>	Invest some capital into improving shopfronts and above shops to make the Town Centre more attractive
<b>Engagement</b>	Facebook survey about the area - inviting the public to highlight concerns and help to identify local priorities
<b>Engagement</b>	Engage with Love Beamish & Stanley to get views from local businesses about what they think would improve the town centre and other shopping areas
<b>Streetscene</b>	Bespoke signs for shops which tie the street scene together in a more uniform way and add to the aesthetic of the street
<b>Streetscene</b>	Painting or use of transfers on shutters to make the street more attractive when shops are closed
<b>Regeneration</b>	Obtain empty premises and encourage pop up shops to help local businesses get started
<b>Regeneration</b>	Consider bidding for the market licence when it comes up for renewal to try and improve the quality of the market
<b>Engagement</b>	Put more pressure on DCC to invest in the area
<b>Environment</b>	Look at creating more community gardens in localities to partner with local residents/ build civic pride and improve our In Bloom submission
<b>Streetscene</b>	More branding of villages - village signs which reflect the Town Councils Arms and style to make the area feel more cohesive

<b>Objective 1: Champion the regeneration of Stanley and its villages by bringing back into use empty buildings and derelict land across the area.</b>	
<b>Theme</b>	<b>Suggestion</b>
<b>Environment</b>	Adoption of local green spaces to improve the maintenance and amenity of localities
<b>Environment</b>	Focus enforcement activity on scruffy back alleys and back yards - keeping them clear will help to improve civic pride
<b>Regeneration</b>	Invest in Apprentices in the Environment Team to build capacity and equip local young people with skills to lead them into permanent employment
<b>Streetscene</b>	No play areas in the centre of Stanley or in some villages. Invest in creating play areas for all the localities in Stanley
<b>Regeneration</b>	Underpass by Tommy Armstrong Centre is horrible - engage local kids to design new murals and improve lighting to give it a facelift
<b>Environment</b>	Pop up Park or beaches in the summer in Stanley Front Street to give families a reason to come into town

<b>Objective 2. Tackle environmental crime and issues by reinstating the neighbourhood wardens service across the area.</b>	
<b>Theme</b>	<b>Suggestion</b>
<b>Streetscene</b>	More campaigns - like cigarette litter, dog fouling, try to raise public awareness and draw media attention.
<b>Streetscene</b>	More investment in campaigns from the Council
<b>Crime</b>	Improve perceptions of safety and crime by improving the environment
<b>Engagement</b>	Wardens could engage with community groups and partnerships across the area to raise awareness and gain intelligence from local communities
<b>Support</b>	Could the PACT House model be used elsewhere in the area - or could PACT House itself have satellites in other parts of the Parish with Council support
<b>Streetscene</b>	Focused work in one area at a time to make a bigger impact than trying to cover the whole area - community clean ups; community skips, Local environment surveys etc
<b>Streetscene</b>	Encourage more community champions by implementing a local environmental award scheme - Have categories for schools, community groups and care homes etc to encourage local organisations to be more proactive
<b>Streetscene</b>	Link In Bloom to the Community and encourage more local people to get involved across the area



**Objective 2. Tackle environmental crime and issues by reinstating the neighbourhood wardens service across the area.**

Theme	Suggestion
<b>Streetscene</b>	Start Talking to Aldi and McDonalds as soon as they are open and ask them to invest in environmental campaigns (sponsorship of Environment Awards perhaps?) and provide some cleanup teams in the town centre
<b>Engagement</b>	Talk to schools - mini police, arrange local litter clearances

**Objective 3. Develop new ways of engaging and working with young people ensuring there are a range of activities and facilities for them**

Theme	Suggestion
<b>Youth Activity</b>	Could we create youth activity programme in the Civic Hall, like U16 discos, cinema nights aimed at young people , seasonal films
<b>Youth Activity</b>	STC could organise Colour Runs, Muddy Runs or inflatable courses for young people at different times of the year
<b>Education</b>	Engage with schools and kids to promote healthy lifestyle
<b>Life Skills</b>	Use the kitchens in the Civic to do basic cookery classes for teenagers or school leavers and educate about balanced diets, perhaps work with others (PACT House?) to run NVQ2 catering qualifications
<b>Youth Activity</b>	Run arts and crafts sessions in the hall ourselves aimed at young people
<b>Youth Activity</b>	Run Gaming nights in the Civic Hall - using the big screens in the Bamburgh and the Hall (if we get one)
<b>Training</b>	Run some basic IT courses in the building for young people to help with employability etc
<b>Youth Activity</b>	Pop up Parks or activities across the area to give youths something to do
<b>Events</b>	Put on small music events in the Town Centre - local bands on a weekend to create a buzz
<b>Education</b>	Talk to schools about the plays they are studying for GCSE and see if we can work with them to stage productions of the plays for their students in the Hall
<b>Civic Hall</b>	Room charges are too high, consider making the venue more affordable for local groups
<b>Young Children</b>	Start our own mother and toddler groups in the hall to promote usage of the building and provide social activities for stay at home Mums
<b>Youth Activity</b>	Arrange talks for kids and youths from interesting speakers - like Terry Deary
<b>Youth Activity</b>	Promote a Stanley Carnival and invite all the villages and areas to compete for the best floats etc

**Objective 3. Develop new ways of engaging and working with young people ensuring there are a range of activities and facilities for them**

Theme	Suggestion
<b>Other Events</b>	Hold a Stanley Pride event on the Front Street with entertainment and music
<b>Accessibility</b>	Look at the feasibility of providing a park and ride service into the Civic Hall for events and activities from other parts of the Parish

**Objective 4. Develop a focused programme of good quality events**

Theme	Suggestion
<b>Streetscene</b>	Develop woodland path trails and nature walks for kids and parents
<b>Healthy Lifestyle</b>	Community Bike Rides - on a smaller scale than before - link to bike maintenance workshops/ sessions in the Civic Hall to promote road safety
<b>Civic Hall</b>	Develop community courses and workshops in the Civic Hall
<b>Civic Hall</b>	Beer and Gin Festival in the Civic Hall using local producers in the summer
<b>Civic Hall/ Streetscene</b>	Food Festival - along the lines of Bishop Auckland - Farmers Markets, Themed food markets
<b>Xmas</b>	Longer/ Bigger Xmas market
<b>Civic Hall</b>	Cinema - re-introduce cinema and put on Kids a quid screenings of popular films - Saturday morning cinema - Themed events and 'crammer' nights for sci fi or horror or fancy dress screenings of musicals
<b>Civic Hall</b>	Bring back Battle of the Bands - perhaps the winner gets to perform at Burning Rock
<b>Civic Hall</b>	Open Mic or regular comedy nights with multiple acts - perhaps get a well known local comedian to host or partner with a comedy club in Newcastle
<b>Civic Hall</b>	Band nights for local bands in the Civic Hall
<b>Civic Hall</b>	Bingo nights in the hall for cash prizes

**Objective 5. Provide support for community facilities and Sports Clubs across the area**

Theme	Suggestion
<b>Civic Hall</b>	Bring back Zumba and more fitness classes in the hall in the week

<b>Objective 5. Provide support for community facilities and Sports Clubs across the area</b>	
<b>Theme</b>	<b>Suggestion</b>
<b>Health and Wellbeing</b>	Consider providing small gyms in the villages and outlying areas to encourage people to exercise more
<b>Health and Wellbeing</b>	Organise or partner with local groups to do a Couch to 5k programme or develop a Stanley Park Run
<b>Health and Wellbeing</b>	Buggy Groups - fitness for young kids and parents
<b>Civic Hall</b>	Consider providing some creche facilities in the Civic Hall to enable people to make better use of the Louisa
<b>Sports Facilities</b>	Work with NDA to increase the community availability and use of the excellent facilities there

<b>Objective 6. Ensure the people of Stanley achieve good value for money by ensuring Stanley Town Council is managed effectively</b>	
<b>Theme</b>	<b>Suggestion</b>
<b>Funding</b>	Explore more opportunities to bring in external sources of funding or match funding to deliver more in the community without all the cost being met by local taxpayers
<b>Engagement</b>	Learn what the residents consider success to be - take the "You said" "We did" approach to show STC is matching the expectations of the public
<b>Engagement</b>	Raise the profile of the Council by improving branding and differentiating what STC delivers that other Durham residents do not benefit from
<b>Branding</b>	Have a competition to design a mascot for Stanley that could be used to promote the Council especially to the younger generation
<b>Teambuilding</b>	Get better engagement with and feedback from members about what the staff are doing and why - positive feedback from members has a big effect on staff morale and motivation
<b>Promotion</b>	Promotion of the Civic Hall as an affordable but unique wedding destination will help the Civic Hall to perform better and be less reliant on subsidy
<b>Services</b>	Consider providing some paid services as part of the environmental caretaker scheme like maintenance, knotweed removal, tree surgery etc

<b>Objective 8. Communicate effectively with residents of the area.</b>	
<b>Theme</b>	<b>Suggestion</b>
<b>Publicity</b>	Use a Town Crier on market days and event days to promote the Town Council and add some interest to the Front Street
<b>Streetscene</b>	Consider investing in public art - murals or sculpture in key areas to give the area more visual appeal and create a unique feel for Stanley - e.g. Gable end at Berties could be decorated with a bright and colourful mural
<b>Engagement</b>	Diversify the social media offer - use instagram/ twitter; consider the use of hashtags and competitions to build viral messages
<b>Publicity</b>	Use the sides of STC vehicles to promote events and messages
<b>Engagement</b>	Organise drop in sessions around the parish to encourage local engagement to improve accessibility
<b>Business Plan</b>	Develop a business plan and stick to it
<b>Service Requests</b>	Improve handling of service requests and reports from the public to provide a professional and effective service
<b>Engagement</b>	Put a stall on the market to promote our activities, the Civic Hall and other campaigns
<b>Engagement</b>	Place more community noticeboards around the area and keep them updated; get local people to assist who can also put community notices in them
<b>Engagement</b>	Get involved with the new community radio station - allow the public to interact directly with key members and staff on a regular basis
<b>Engagement</b>	Use the Community Radio station to promote events in the Civic Hall
<b>Information</b>	Town Centre Maps sponsored by local businesses but STC branded in key localities and town centres
<b>Mascot</b>	Like Elf on the Shelf - Have the mascot photographed around the parish and engage the public to find him/ her/ it

#### 4. Recommendations

##### Paragraph

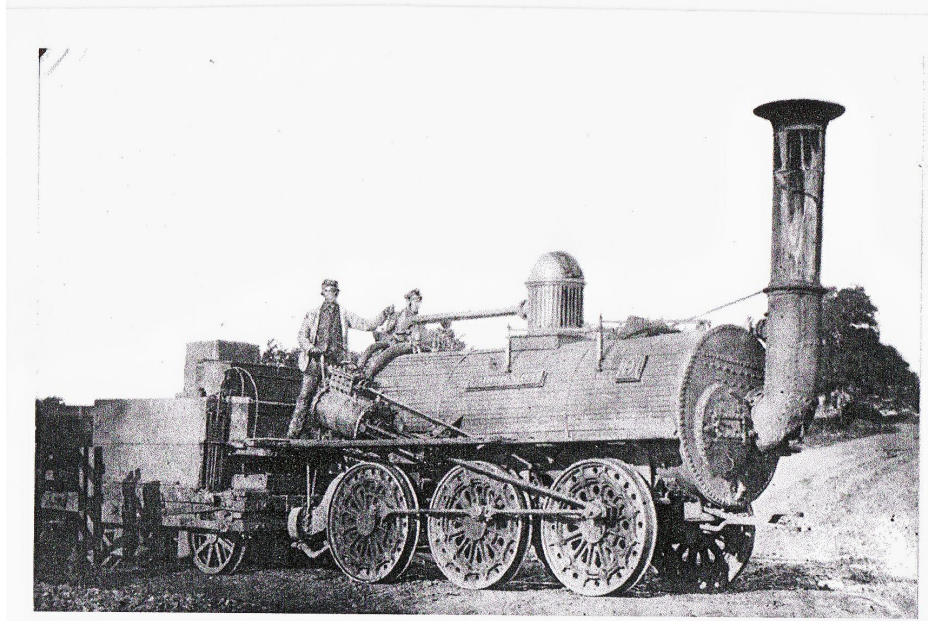
- (i) The Civic Hall related items should be pulled into a separate report to be considered by the Civic Hall working group as part of their business planning;
- (ii) Members should identify which of the suggestions they feel are suitable for inclusion in the MTP and over what timescales;
- (iii) Indicative costings should be obtained for those ideas the Council feels are worth looking at in more detail

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Occasionally, on their appearance before the committee, the men were cheerfully impudent. A driver, Robert Pickering, excused himself for some fault because he had at different times four unsatisfactory firemen, and, being asked their names, said they were called Badger, Bullet, Baggy and Buck. Timothy Lanchester, a fireman, was receiving a lecture at a Board meeting when one of the Committee left his seat, and Lanchester promptly took possession of it, nor, on being told to stand up, could he see why he should not have a chair as well as the others. The Graham Reports, which relate these doings, unfortunately neglect to tell us what followed. From "Timothy Hackworth and the Locomotive," by Robert Young.



An early "Royal George" type of engine, Stockton and Darlington. NERA

## **P**ORTRAIT OF A LOCAL HERO - **MATTHEW KIRTLEY**

What were the early railwaymen like, the ones who worked on the Stockton and Darlington? The story above tells something of their independence. Much was at stake for the drivers, who were paid according to the efficiency with which they delivered their load, and they knew that the wages of the rest of the crew depended on their skill. They had to be level-headed also, since they could be fined or dismissed for speeding, and some of them under the pressure of using steam at prime efficiency blew up the boilers when they tied down the safety valves until that practice was also outlawed. The picture above which I obtained from the Ken Hoole Centre in Darlington illustrates perfectly, I think, the way in which these men regarded themselves as a new breed, the dangerous but vital nature of their work requiring ordinary mortals to treat them with respect.

Matthew Kirtley started off as one of this rough breed; but he also rose to be the Chief Engineer of the Midland Railway from its inception in 1844 until his death in 1873. He was unusual in that few actually worked their way up from footplates on the Stockton and Darlington to management in the way he did. He must have had an adventurous early life, and was present at some of the defining moments of early railway history, such as the Rainhill Trials and the opening of the London to Birmingham railway. More importantly perhaps, for us on this railway was that he was born in Tanfield in 1813.

However, unlike the Stephensons and figures like Daniel Gooch of the Great Western, who each made a similar journey, from a tight-knit coalmining community on the Tyne to success in a wider sphere "down south", nothing of his great achievement seems to be celebrated in the place he came from. Part of the reason appears to be his own personal modesty; in an article in the



“Derbyshire Advertiser” of August 31<sup>st</sup> 1956, the writer bemoans the fact that “very little is known” of Kirtley’s early life, and that although “Derby may indeed be proud to have been the scene of this distinguished engineer’s work and the birthplace of these splendid old locomotives”, nevertheless “of him it may be very truly said that his work was his biography”. Indeed, as the obituaries at the time of his death testify, one of his main qualities seems to have been his modesty: the Derby and Chesterfield Reporter of May 30<sup>th</sup>, 1873 says that “he was particularly averse to his gifts being made known, but we may state, as an illustration of his liberality that he was one of the principal if not the largest contributor towards the erection of Victoria Street Congregational Church, of which he was one of the trustees; and the Wesleyan denomination shared freely in his benefactions.” You wonder whether his generosity to the latter cause had anything to do with his early contacts with the Stockton and Darlington, whose notable Chief Engineer Timothy Hackworth was famous for his staunch support for Methodism despite being brought up in the Anglican faith – the Methodist church, did, after all, attract the workers of many industries, and one feature of Kirtley’s life that always seems consistently commented upon is his inclination to make common cause with his workers, no doubt because he knew much about the hardships of their lives having experienced them himself. However, apart from these secondhand references to his life and the things which drove him, I found that there were no primary sources as you might seem to expect, such as a cache of family letters or papers of some kind. And no memorial plaque adorns the walls of a house in a local village to tell us where he came from.

So faced with a bit of a historical detective job, where to start? The obvious place was to look in Kirtley’s birthplace, Tanfield. A search of the graveyard in this traditional village produced no Kirtley names at all, and a subsequent letter to the rector met with no reply, so I left it there

**“...6,000 workmen, every one of whom had free access to him, and always found him a patient listener to any complaint or suggestion they may have to make. Mr.Kirtley took great interest in the comfort of the men when at work, and also in their welfare at home. Any project for their good had his most careful consideration, and he would express his opinions freely and frankly to the men, stating how far he thought they were right, and he could support them, and pointing out, with equal freeness, when he considered their views were erroneous and not defensible”.**

**Matthew Kirtley as the Chief Mechanical Engineer of the Midland Railway.**



thinking I may find something more substantial elsewhere. Durham Record Office produced nothing very enlightening in the way of records of birth, so I was thrown back again on the earliest records, and those closest to Kirtley's time, i.e. the obituaries of 1873 from the Derbyshire papers. In the Derby Mercury of May 28<sup>th</sup> in that year, we are told that Kirtley was born on the 6<sup>th</sup> of February, 1813, the youngest of eleven children of Mr. Henry Kirtley, of Tanfield, "who held the responsible position of a Viewer in one of the collieries there." It is important to point out that the two obituaries extant agree that he was a viewer; later authorities call his father a *proprietor* of a colliery, but a thorough reading of the facts of early collieries in this area make it clear that they were all owned by very big landowners indeed, such as "the Hon. Sidney Wortley Montagu, of Wortley; his son, the Hon. Edward Wortley Montagu, ... and Thomas Ord of Newcastle upon Tyne; Sir Henry Liddell and Colonel George Liddell of Ravensworth Castle; and George Bowes of Gibside, "commonly distinguished in the north", as a writer stated in 1739, "by the name of the Grand Allies". (William Weaver Tomlinson, 1914)

Thomas Kirtley could not therefore have actually owned a mine, since you had to have owned the land on which it stood first; however, to be a Viewer was the next best thing, since it meant oversight of all the workings of a colliery and it was indeed a very responsible position requiring first-hand liaison with the owners together with occasional trips with them to see how other collieries worked efficiently. This of course meant that in the Kirtley household all the latest ideas in this new technology would have been fervently discussed, including the latest developments in stationary engines on inclines which would naturally be of great interest to an amalgam like the Grand Allies where "17,000 chaldron wagons were apparently apportioned to Tanfield Colliery – an average of 400 chaldrons a day" to cart out over the Causey Arch and down over the bank at Sunnyside to Dunston Staithes. The immense volume of this traffic was attested to by an outside authority, Monsieur Gabriel Jars, a distinguished member of the Royal Academy of Science in Paris, who when visiting the spot in 1765 was struck by the fact that the waggonway was "almost always covered with wagons" – drawn by horses of course. What is extraordinary about Kirtley is that in examining his life you are looking at a total transformation of the landscape, and by extension, the face of society, in the course of his lifetime. It could be justifiably said that he was a major engineer of these changes. When he was born, two years before Waterloo, horsepower was the only means of transport and to travel from one end of the kingdom to the other took a week. By the time he died, there was a fully-functioning, fast system of travel throughout the country and most towns and villages were connected by a few miles to the railway system – better than nowadays, one is tempted to add. His achievements are well known I suppose, but just to reiterate them in comparison with the better-known names of the day, he took an amalgam of three lines with about a hundred engines of dubious capacity and centralised building and maintenance facilities at Derby to provide a reliable and fast stable of engines for all eventualities – 1,050 of them in fact. He was responsible for the design of three principle types of engine to replace the motley collection he inherited: for express passenger trains he built a large number of 2-2-2 engines based on the "Jenny Lind" type, and a still more celebrated series of 2-4-0 engines. For goods traffic he designed a very strong and sturdy "six-coupled" type, double framed and immensely capable of hard work, as befitted a railway whose mineral and freight traffic was always very heavy. How good his engines were is attested by the fact that the last of his 2-4-0 engines was only withdrawn in 1948, while the last of the goods engines, now preserved at Butterley, worked on British Railways until 1951. He was capable of mechanical innovation, like the Stephenson, and in 1859 he was the first locomotive engineer to combine the firebox brick arch with the firehole deflector plate, thus increasing the efficiency of the firebox. His other major innovation was to create a system of standardised parts which made the whole business of maintaining a working fleet of motive power very much easier.

There are tributes paid to his capacity as a leader of men, and in many ways he seems to have been among the very best in his approach. By 1862, just before his death, the area of the works at Derby had increased fourfold and the number of managers, superintendents, clerks, foremen, guards, engine drivers, firemen, porters, labourers and "mechanics of every description"



had risen to over 2,000. The obituary in the Derby Mercury talks about his overall supervision of 6,000 workmen, which presumably included those who were elsewhere than Derby on the Midland system, and finds him a paragon:

“...6,000 workmen, every one of whom had free access to him, and always found him a patient listener to any complaint or suggestion they may have to make. Mr. Kirtley took great interest in the comfort of the men whilst at work, and also in their welfare at home. Any project for their good had his most careful consideration, and he would express his opinions freely and frankly to the men, stating how far he thought they were right, and he could support them, and pointing out, with equal freeness, when he considered their views on any questions were erroneous and not defensible.” This personal touch is cited as the main reason that there were no major disputes, and the Mercury for the 12<sup>th</sup> November 1873, the year of his death, has a report of a delegation of engine drivers and firemen presenting an “address of condolence bound on vellum” to Mrs. Kirtley, with the words that: “such was our confidence in the late Mr. Kirtley that we could trust our lives in his hands, for we know our interests were very near to his heart”. Mrs. Kirtley’s response said that “Mr. Kirtley always had a keen sense of the jeopardy in which every one of them placed their lives, and considered that the hazardous nature of their duties demanded from him special attention to their well-being.” His clear sense of the danger of their daily lives can only have come from his “hands on” experience as a driver himself, on the Stockton and Darlington, the Leeds and Selby, the Liverpool and Manchester, the Warrington and Newton, and the London and Birmingham, on which he is said to have driven the first engine into Euston. Certainly there does not seem to have been the same relationship between the men and any other superintendents, but it must have taken its toll to have been so accessible to the men, and it is perhaps not surprising that, like Robert Stephenson, he died relatively young.



**Derby Works, Midland Railway, designed, built and supervised by Matthew Kirtley. He also designed the world’s first Railway Roundhouse for stabling locomotives here, and was a pioneer in establishing a Railway Institute as a meeting point and means of education for his workforce.**

**Photo Wikipaedia.**

However, unlike Stephenson, he does not seem to have had the recognition he deserves, particularly in the region he came from. It is hardly recognised what a leap he made at the time in transporting himself and his family to settle in Derbyshire. In a search I made of the archives for 1901, he was the *only* Kirtley apart from William, his nephew and retired engineer of the London, Chatham and Dover line to have established a presence anywhere in the United Kingdom outside the North East from which the family evidently sprang. Many local Kirtleys seem to have been connected with the railways in some way, as drivers, gangers or firemen, but only he had moved

away and achieved eminence. There was William of course, but it could be argued that Matthew had contributed in large part to his success, having supported him after his father's (Matthew's brother's) early death from a brain tumour.

And here is another of the stories which makes the "bare bones" of Matthew's life quite fascinating; the story of how Matthew came to be the Chief Engineer over his brother Thomas who was at the time in charge of the North Midland line and had greater seniority, as well as Josiah Kearsley of the Midland Counties who "fully expected to be offered the position". Kearsley left in high dudgeon when Kirtley got the post, but Thomas went on to serve under his younger brother as inspector from March 1845 until May of the same year when he went to work under the famous contractor Thomas Brassey on the Trent Valley Railway. In February of 1847 he was appointed Locomotive Superintendent of the LBSCR, but it was in the November of that year that he died and Matthew undertook to look after his children. It was not just a sense of family loyalty that led him to take this on, either; ever since the two of them, Matthew and Thomas, had left home, they seem to have offered each other mutual support. At one stage Thomas set up a locomotive works at Warrington, apparently to take advantage of the traffic that would arise when, as the Directors hoped, the Warrington and Newton would become the main line through to London. However, the main line took the Manchester route, and Thomas' venture failed. You imagine that Matthew, being in the locality, would have offered much support, and the fact that both of them were known to the Stephensons would no doubt have stood in their favour. However, the temporary dip in Thomas' fortunes was perhaps what led to Matthew's preferment over him; or perhaps, as Radford says, it was "thanks no doubt to strong recommendations from the Stephensons, under whom he had served as pupil". Whatever the reason, I suppose you could forgive Josiah Kearsley for feeling that there was an element of North East "prejudice" at work in Derby; but even he, perhaps, would have had to admit by the end that the right man did get the job and proved himself to have carried it out exceptionally well- better than anyone else would have been capable of doing, because of his knowledge of the practicalities of railways from the bottom up, through that long experience as a driver.

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Matthew's level-headedness and "sagacity" as the newspapers were fond of calling it, was what led to his being asked on more than one occasion to act as "referee" for other railways in judgements over operations and materials. He must have been delighted when in 1850 he was asked to pronounce on the price of trucks, carriages and engines being sold from the Llanelli Railway and Dock Company to old friends on the Stockton and Darlington such as Thomas Hackworth and William Bouch, there having been a disagreement on their value. It says much for his integrity that the Llanelli company were quite satisfied with his acting in the capacity of referee. The indenture relating to this transaction, plus a later award of 1862 relating to engines transferred from the Shrewsbury and Hereford Railway to the Great Western and London and North Western as represented in the persons of Daniel Gooch and Edward Wood, are two of the very few papers still available relating to Matthew Kirtley in the Public Records Office at Kew, and since they are written in "legalese" they can necessarily tell us little about the personality of their originator. There is one letter from him in these collections, relating to a dispute over the use of steel or iron tyres for engines, which is worth quoting as it shows his day-to-day preoccupations which were perhaps the main clue to his personality; writing in 1862, he "begs to say we have made trial of steel tyres for our heavy goods engines, but with the exception of one set I cannot give a fair estimate of their probable mileage duty compared with best iron tyres; as the time has not been sufficient for that purpose. We have tyres on trial from Messrs. Krupps of Essen, Naylor Vickers Ho of Sheffield and Butcher Ho. of Sheffield. The mileage of Krupps tyres are now 130,000 and will complete 150,000. The best iron tyres give 50,000 miles." He signs this letter to John Dixon of the Stockton and Darlington "Yours truly", and this seems odd after the formal beginning of "My dear Sir" and the

signature of M.Kirtley appended, but was this an indication of his lack of sophistication, or even perhaps a sign of his not having forgotten his old mates at Darlington?

In researching Matthew Kirtley, I was forced to agree with Tomlinson on the overriding importance and fascination of one area, that around Tanfield where he grew up:

“No other railway in the world can claim such a direct lineal descent from the old waggonways as the North Eastern Railway, for it still retains as an integral part of its system - relaid and adapted, of course, to steam locomotives – portions of the most remarkable of these early coal lines – the lines which led from the Tanfield and Pontop districts to the Tyne. Over the former of these, the embankments, cuttings and other engineering features of which made it an object of interest to eighteenth century travellers, coal has been carried to staiths at Dunston, without intermission, for 190 years”.

And as we well know, there are still steam engines blasting up the bank on the Tanfield Railway, right where the story started for young Matthew Kirtley. However, it seems a shame that people do not know that we had a real hero of the Industrial Revolution in our midst, and I sincerely hope that with the two hundredth anniversary of Kirtley's birth coming up, we can make some effort to commemorate it. **If anyone has any leads as to where he lived in Tanfield, any family graves or local connections at all, please let me know!**

John Earl 2009

#### Bibliography:

J.B.Radford, Derby Works and Midland Locomotives, Ian Allen 1971

A Biographical Dictionary of Railway Engineers, David and Charles, 1978

William Weaver Tomlinson, “ The North Eastern Railway”, 1914. Republished by David and Charles.

Robert Young, Timothy Hackworth and the Locomotive, 1926.

**Kirtley 0-6-0 No. 2504 piloting a Class 3 0-6-0 on a stopping goods. The Kirtley 0-6-0 had been built in 1868 by Dubs and is fitted with a large tender cab. To the right a rebuilt Johnson 'H' boiler 4-4-0 No. 469. The truss in the background is the roof of the carriage shed at Hellifield, west of the locomotive shed. The photograph is thought to date from post 1912. Note that 2504 is fitted with steam heating apparatus, which is unusual for a goods locomotive.**



**Photo Midland Railway Society.**



2280

CPE/UK.2352.4 OCT 47 F/20 // MULTIPLE



Photograph Reference: raf - cpe - UK - 2352 - fs - 2280

Date: 04 OCTOBER 1947

Image supplied by the Historic England Archive



Midland Railway Society



**MATTHEW KIRTLEY**

**1st Locomotive Superintendent**

**Midland Railway 1844**

**Born 6<sup>th</sup> Feb 1813 'Fiddlers Row'**

**Clough Dene.**

**Died 24<sup>th</sup> May 1873**

**Litchurch Grange,**

**Derby. Age 60**

Stanley Town Council

## FULL COUNCIL ACTION LOG - Updated 16-10-18

Meeting Date	Minute Ref	Lead Officer	Agenda Item	Action	Date Complete	Notes
25.09.18	112	Alan Shaw/ James Harper	Beacons of Light	Implement the Beacons of Light proposal and come back to Council with siting recommendations		The Beacon Brasier is being fabricated and ground works required carried out. Meeting has been held with AH Events and Creo and the programme for the event is being finalised
25.09.18	110	Alan Shaw	Fireworks	Arrange payment of funding for Stanley Events Fireworks event	17/10/18	Done
25.09.18	107	Alan Shaw	CLLD Update	Written report to be circulated		Needs to be followed up
13.08.18	84	Alan Shaw	Staffing Matters	Implement the staffing structure and advertise for the Deputy Town Clerk at the earliest available opportunity	1/10/18	Structure in place - DTC Job out to advert
24.07.18	76	Alan Shaw	Civic Hall	Media Consultants to be engaged to produce marketing material for weddings and corporate events		Meeting has been held with Creo and initial ideas discussed - follow up meeting with draft artwork has been arranged for w/c 22.10.18
24.07.18	76	Alan Shaw	Civic Hall	Pantomime details and costs to be brought to budget setting process for 2019/20.		This needs to be fed into the Civic Hall Working Group process
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)	01.10.18	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. Restructure to be implemented on 1st October 2018 and advert for Deputy Town Clerk published
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	25/9/18	Requested update on 16-3-18 and chased on 18-4-18. Further request sent on 19th September.This was reported to Council on 25/9/18
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. Emails sent to Beth Farhat on 11/9 and 18/9 to try and get date organised. Several attempts have been made to arrange a date with the TUC Regional secretary
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

# Item 14 - ATTACHMENT I

Meeting Date	Minute Ref	Lead Officer	Agenda Item	Action	Date Complete	Notes
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	28.08.18	Quotes have been obtained for Civic Regalia and passed to the Leader/ Mayor for consideration.
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. Since the Council meeting on 25/9/18, The Clerk has contacted an umbrella organisation, taken advice from DCC Legal Services and asked other Durham TCs in the network if they have had checks. It is not permissible for STC members to have enhanced DBS checks in their capacity as elected members. The role is ineligible. Standard checks could be requested for members
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.