

MINUTES of the ANNUAL MEETING OF STANLEY TOWN COUNCIL

Held at Stanley Civic Hall on Tuesday 28th May 2019 at 6.30pm

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

*Chairman

OFFICERS: Alan Shaw (Town Clerk)
 Nicola James (Senior Administration Officer)
 Alan Tubman (Deputy Town Clerk)

IN ATTENDANCE: 3 members of the Public**1 APOLOGIES FOR ABSENCE**

Apologies from Cllrs A Clegg & J McMahon were accepted by Council.

2 DECLARATIONS OF INTEREST

None.

3 ELECTION OF TOWN MAYOR & DEPUTY TOWN MAYOR

- (i) It was proposed by Cllr M Davinson, seconded by Cllrs C Bell, G Wilkinson & G Binney and **RESOLVED** that Cllr C Hampson be **ELECTED** as Town Mayor for the Civic Year 2019/20.

Cllr C Hampson noted that she was proud to become Town Mayor and thanked everyone. She thanked Cllr A Clegg for being a great mentor as the outgoing Town Mayor and pledged to do her best to get out into the public and raise the profile of the Town Council with her husband John as her consort. Cllr C Hampson noted that her chosen charity for the coming year is PACT House.

Cllr C Hampson signed the Declaration of Acceptance of Office.

- (ii) It was proposed by Cllr L Timbey, seconded by Cllr M Davinson and **RESOLVED** that Cllr D Marshall be **ELECTED** as Deputy Town Mayor for the Civic Year 2019/20.

Cllr D Marshall thanked everyone for the opportunity to represent the Town Council as Deputy Town Mayor and pledged to support Cllr C Hampson with his wife Linda as his consort.

4 COUNCIL CONSTITUTION

It was proposed by Cllr L Timbey, seconded by Cllr M Davinson and **RESOLVED** that the following core governance documents be **APPROVED**:

- (i) The Constitution

- (ii) Standing Orders
- (iii) Financial Regulations
- (iv) Complaints Procedure
- (v) Community Engagement & Communications Policies
- (vi) Publication Scheme

5 LEADER & DEPUTY LEADER OF THE COUNCIL

- (i) It was propped by Cllr D Marshall, seconded by Cllr B Nair and **RESOLVED** that Cllr L Timbey be **ELECTED** as Leader of the Council.
- (ii) It was proposed by Cllr B Nair, seconded by Cllr C Marshall and **RESOLVED** that Cllr M Davinson be **ELECTED** as Deputy Leader of the Council.

6 FINANCE & GENERAL PURPOSES COMMITTEE

It was proposed by Cllr L Timbey, seconded by Cllr M Davinson and **RESOLVED** that:

- (i) Cllr J Stephenson be appointed as Chairman of the Committee
- (ii) Cllr G Binney be appointed as Vice Chairman of the Committee
- (iii) Committee be made up of Cllrs M Davinson, L Timbey, J Kane, B Nair, J McMahon, J Nicholson, H Clark, D Tully + the Town Mayor & Deputy Town Mayor as ex officio members.

7 ANNOUNCEMENT FROM THE TOWN MAYOR

The Town Mayor stated that the first cinema screening had been a success with hopes that numbers will increase for the further 2 showings scheduled.

She also informed members that DH9 Radio will be launching on 29th May at 5pm at PACT House and she would be in attendance to officially open the radio station.

8 REPORT OF THE OUTGOING TOWN MAYOR

As Cllr A Clegg was unable to attend the meeting, Cllr B Nair provided a short report outlining the experiences during his term of office.

Cllr B Nair noted that Cllr A Clegg was involved in many Town Council functions & events including Armed Forces, Star Awards, Play in the Park, Remembrance Events, STC Carol Service, Superstar Showcase and the Mayors Awards. He had also accepted invitations from various other Councils to represent STC. He thanked Cllr C Hampson for her support as his Deputy and for being his voice when he was too ill to chair meetings.

Everyone present joined Cllr Nair in wishing Cllr Clegg a speedy recovery.

9 PUBLIC PARTICIPATION

Nothing in writing and nothing from the floor.

10 CONFIRMATION OF COUNCIL MINUTES

It was proposed by Cllr M Davinson, seconded by Cllr G Binney and **RESOLVED** that the minutes of the Ordinary Council meeting held on 23rd April 2019 be approved as a correct record and signed by the Town Mayor.

11 MINUTES OF OTHER MEETINGS

Minutes of the Finance & General Purposes Committee meeting held on the 15th May 2019 were **RECEIVED** by the Council.

12 ANNUAL ACCOUNTS & GOVERNANCE STATEMENT

The Town Clerk discussed the attached reports relating to the annual accounts. It was proposed by Cllr M Davinson, seconded by Cllr G Binney and **RESOLVED** that:

- (iv) The reports provided by the Town Clerk are **ACCEPTED**;
- (v) The Annual Governance Statement for 2018/19 is **APPROVED**;
- (vi) The Annual Accounts for 2018/19 is **APPROVED**;
- (vii) The Council considers it has an effective system of internal control in place;
- (viii) The Council has reviewed and updated the risk register;
- (ix) Council **CONFIRM** arrangement in respect of all insurable risks are in place;The Town Mayor be **AUTHORISED** to sign the Annual Governance Statement and the Annual Accounting Statement for 2018/19 on behalf of the Council.

13 REVIEW OF EXPENDITURE UNDER LOCAL GOVERNMENT ACT 1972, s.137

Members **NOTED** the report containing details of the expenditure under s.137 for 2018/19.

14 APPOINTMENTS TO OUTSIDE BODIES

It was proposed by Cllr L Timbey, seconded by Cllr M Davinson and **RESOLVED** that the following Councillors are appointed to the following outside bodies:

- (i) **AAP** - Cllr B Nair
- (ii) **CDALC Executive** - Cllr A Clegg
- (iii) **Larger Local Council Forum (CDALC)** - Cllrs A Clegg & D Marshall
- (iv) **PACT House** - Cllr J Kane
- (v) **Stanley Fund Panel** - Cllrs G Binney, H Clark & J Stephenson

The following Councillors are also appointed to the following Working Groups:

- (i) **Policy Working Group** - Cllrs M Davinson, L Timbey, G Binney & D Tully
- (ii) **Events Working Group** - Cllrs M Davinson, G Binney, J Pallas & G Wilkinson
- (iii) **Civic Hall Working Group** - Cllrs B Nair, A Clegg, D Marshall & H Clark
- (iv) **Strategic Grant Fund Panel** - Cllrs J Stephenson, G Binney, J McMahon, L Timbey, J Tully & J Nicholson

15 SCHEDULE OF MEETINGS

It was proposed by Cllr M Davinson, seconded by Cllr B Nair and **RESOLVED** that the attached schedule of meetings for 2019/20 be **APPROVED**.

16 SUBSCRIPTIONS TO OUTSIDE ORGANISATIONS

It was proposed by Cllr L Timbey, seconded by Cllr J Stephenson and **RESOLVED** that Council subscribe to the following organisations:

- (i) National Association of Local Councils (NALC)
- (ii) County Durham Association of Local Councils (CDALC)
- (iii) Society of Local Council Clerks (SLCC)
- (iv) North East Regional Employer's Organisation (NEREO)

17 DATE, TIME AND VENUE OF NEXT MEETING

Tuesday, 25th June 2019, 6.30pm, Civic Hall, Stanley