

MINUTES of the ORDINARY MEETING OF STANLEY TOWN COUNCIL

Held at Stanley Civic Hall on Tuesday 23rd April 2019 at 6.30pm

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

*Chairman

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

IN ATTENDANCE: 2 members of the Public

Deputy Town Mayor Cllr Carole Hampson took the Chair at the request of the Town Mayor.

289 APOLOGIES FOR ABSENCE

Apologies from Cllrs L Christie, D Marshall, J McMahon, J Pallas, G Wilkinson & J Tully were accepted by Council.

290 DECLARATIONS OF INTEREST

None.

291 TOWN MAYOR’S ANNOUNCEMENTS

- (i) The Deputy Town Mayor informed Council of the appointments that the Town Mayor had attended since the last Full Council meeting:
 - Pauline Cook Dance Show
 - Barnard Castle Fun Day
- (ii) Cllr Hampson also requested that Members take the Play in the Park posters that had been left on the table to distribute around their wards.
- (iii) The Town Clerk reminded Members to wait until recognised by the Deputy Town Mayor before speaking and to stand when speaking. He announced that the meeting was being recorded by STC and 1 member of the public and that mobile phones should be switched off or turned to silent.
- (iv) The Clerk informed Council that items 9 (*Minute #297*) and 12 (*Minute #300*) would be deferred as updates are not available at this time.

292 LEADER’S STATEMENT

In the absence of the Council Leader, the Deputy Leader made the following announcements:

- The open date for McDonalds has been announced at 29th May, and they are currently recruiting staff.
- The Strategic Grant Funding scheme is now open for applications.
- The defibrillator has been installed on PACT House and a photoshoot has been arranged on Thursday for the defibrillator and the new police vehicle.

- The North Road boxing event, funded by a MIF, held in the Civic Hall last week was well attended.

293 **PUBLIC PARTICIPATION**

There were no written questions and no questions from the floor.

294 **CONFIRMATION OF MINUTES**

It was proposed by Cllr M Davinson seconded by Cllr L Timbey and **RESOLVED** that the minutes of the Ordinary Council meeting held on 26 March 2019 be approved as a correct record and signed by the Deputy Town Mayor.

295 **COMMITTEE MINUTES**

It was proposed by Cllr M Davinson and **RESOLVED** that Council **RECEIVE** the minutes of the Finance & General Purposes Committee held on 10th April 2019.

296 **RECOMMENDATIONS OF COMMITTEE**

The Deputy Town Clerk noted that he had been looking into apprentices. Courses are fully funded for 16-18 year olds, however for anyone above that age the Town Council would pay a small percentage of their course fee.

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

- (i) The Council should advertise the post of Finance Officer as a full time position. The Town Clerk is delegated **AUTHORITY** to undertake the recruitment process.
- (ii) The Council should look to employ 2 apprentices, Hospitality and Environmental Operative. Match funding should be sought and the Environmental Operative should be above the 16-18 year old age group.

297 **ADVICE IN COUNTY DURHAM PROJECT**

This item was deferred.

298 **WORKING GROUPS**

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

- (i) There be no Environmental Working Group.
- (ii) The Operations Manager be **TASKED** to produce a paper which outlines the work of the Environmental Caretakers, how work is prioritised and the overall approach. The Operations Manager should produce a work programme for 12 months for the Environmental Caretakers and provide Council with regular updates on the impact of their work and the difference it is making to residents lives.
- (iii) Responsibility for oversight of Christmas Lights scheme be **DELEGATED** the Events Working Group.
- (iv)

299 OUT TURN ESTIMATE

Members **NOTED** the information provided by the Town Clerk.

300 IT & PHONES

This item was deferred.

301 CONSTITUTION

Members were asked to consider the proposed changes to the constitution 2019/20 including:

- (i) Reverting the number of Members on the Finance and General Purposes Committee back to 10 Members.
- (ii) The addition to page 21, item 5, clause 3 - The Town Clerk has the delegated authority to undertake the following matters on behalf of Council - The authority to commence disciplinary investigations against staff, in consultation with the Leader of the Council and the Chair of the Finance and General Purposes Committee and subject to HR advice.
- (iii) Reverting the date of the Finance and General Purposes Committee meetings back to Tuesday and agreeing the proposed meeting dates for 2019-20.

Cllr J Nicholson questioned the legality of having a leader of the Council. The Town Clerk advised that the Local Councils Explained publication has an entire section on leaders of local councils and states that although it is not a statutory requirement, it is not prohibited by law.

It was proposed by Cllr C Marshall, seconded by Cllr G Binney and **RESOLVED** that the proposed changes above be **APPROVED** and that the Town Clerk add the following:

- (i) Roles and responsibilities of the Town Mayor, Deputy Town Mayor, Leader, Deputy Leader and the Finance and General Purposes Committee Chair.
- (ii) That the Deputy Leader stands in for the Leader in their absence.

The Town Clerk should also discuss with CDALC the constitutional arrangements other Councils have in respect of the position of Council Leader.

302 BUSINESS PLAN PROGRESS REPORT

The Town Clerk thanked the Deputy Town Clerk for pulling this report together. Complete actions have been removed and actions have been matched to the Medium Term Plan. Other planned work needs adding into the log.

The Town Clerk provided the following updates:

- (i) **Stanley Fund** - The call out for panel members for the Stanley Fund has been put onto the CDCF website and the Town Clerk will add these details on the STC website to enable residents to participate.
- (ii) **Strategic Grant Fund** - Cllr G Wilkinson has expressed that he does not want to be on the review panel so this will have to come back to the Finance and General Purposes Committee to complete membership.

- (iii) **Road Safety Visor** - The Deputy Town Clerk has met with Maxine Stubbs and Insp. D Stewart and will provide an update to the Finance and General Purposes Committee.
- (iv) **Stanley in Bloom** - The Operations Manager noted this was progressing well.
- (v) **Civic Hall Media Consultants** - Discussions are ongoing with CREO, draft artwork has been produced and will go to the next Working Group meeting.
- (vi) **Civic Hall Panto** - This is to be dealt with by the Civic Hall Working Group.
- (vii) **Events Working Group** - This is ongoing. The next meeting is Friday 26 April.
- (viii) **Recruitment** - The Finance Officer job will be advertised this week.
- (ix) **Policy Working Group** - This is ongoing.
- (x) **Heritage Plaque** - This is in hand. The builder of the wall has been booked and the house holder is ok for the plaque to go on their land.
- (xi) **South Moor Miners Banner** - This will be dealt with in August.

The new report will be fully populated with Medium Term Plan actions for the next Ordinary Council meeting.

Council **ACCEPTED** the report and updates.

303

DATE, TIME AND VENUE OF NEXT MEETING

Annual Council - Tuesday, 28th May 2019, 6.30pm, Civic Hall, Stanley