



# Stanley Town Council

## NOTICE OF MEETING

I hereby give notice that an Ordinary Meeting of Stanley Town Council will be held on Tuesday, the 23rd July 2019 at 6.30pm at Stanley Civic Hall, Front Street, Stanley, Co. Durham, DH9 0NA.

### TO ALL MEMBERS of STANLEY TOWN COUNCIL

<b>C Hampson (Town Mayor)</b>	C Bell	G Binney	L Christie	H Clark
<b>D Marshall (Deputy TM)</b>	J Clark	A Clegg	M Davinson	B Nair
J Kane	C Marshall	J McMahan	J Nicholson	J Pallas
J Stephenson	L Timbey	D Tully	J Tully	G Wilkinson

You are hereby summoned to attend an **ORDINARY MEETING** of Stanley Town Council to be held in **Stanley Civic Hall, Front Street, Stanley**, on **Tuesday the 23rd July 2019 at 18.30** in order to transact the following business:

Yours sincerely,

**Alan Shaw**  
Town Clerk  
16th July 2019

Please turn off all mobile phones or set to silent mode  
Please refer to the Policy for recording proceedings

## A G E N D A

### 1 APOLOGIES FOR ABSENCE

To **RECEIVE** any apologies and reasons for absence.

### 2 DECLARATIONS OF INTEREST

Members are invited to **DECLARE** disclosable pecuniary interests and other interests, along with the nature of those interests, in relation to any item on this agenda.

### 3 MAYOR'S ANNOUNCEMENTS

To **RECEIVE** a verbal monthly report from the Town Mayor and any announcements from the Town Mayor or Town Clerk.

#### 4 LEADER'S STATEMENT

An update on current business from the Leader of Stanley Town Council, Cllr Les Timbey.

#### 5 PUBLIC PARTICIPATION

An adjournment will be allowed at the direction of the Chairman to allow for public comment and response in relation to items on this agenda or to consider written questions from the public submitted in advance of the meeting (*Individuals will be permitted a maximum of three minutes each. Total time for this session is limited to fifteen minutes*).

#### 6 CONFIRMATION OF MINUTES

Ordinary Council

(ATTACHMENT A)

To **APPROVE** as a correct record and sign the minutes of the Ordinary Council meeting held on 25th June 2019.

#### 7 COMMITTEE MINUTES

(ATTACHMENT B)

- (i) To **RECEIVE** the minutes of the Finance & GP Committee held on 16th July 2019; and
- (ii) To **CONSIDER** any **RECOMMENDATIONS** of the Committee which require consideration by Full Council.

#### 8 POLICY WORKING GROUP

Local Government Act 1972, Section 112

The Policy Working Group met on 5th July 2019 to consider the draft versions of a number Policies which the Council had identified as being in need of either updating or implementation. The following documents (which have been amended in line with the direction of the working group) are attached:

**Attachments:**

**ATTACHMENT C** Confidential Reporting Policy

**ATTACHMENT D** Member Officer Protocol

The Minutes of the meeting are attached as **ATTACHMENT E**. Council is requested to:

- (i) **CONSIDER** the draft policies presented;
- (ii) **APPROVE** the policies (subject to any changes required)
- (iii) **DECIDE** if any other action is required.

**RECOMMENDATION:** Council should **ACCEPT** and **APPROVE** the draft policies.

#### 9 CIVIC HALL WORKING GROUP

(ATTACHMENT F)

Local Government Act 1972, Section 145

The Working Group met on 26th June 2019 and 3rd July 2019. The notes of the two meetings are provided as **ATTACHMENT F**. The **RECOMMENDATIONS** of the

Working Group were considered by the Finance & General Purposes Committee at the meeting held on 15th July 2019. Any **RECOMMENDATIONS** from the Committee will be tabled separately.

#### **RECOMMENDATION OF WORKING GROUP:**

- (i) Members **AGREED** that the following ideas be put into a brief to be circulated for comments. The brief and WG comments will then be circulated to Full Council before being forwarded to GC who will then report back to the WG. GC requested that a traffic light system be used to outline 'definite needs/musts' and 'would like' items.

##### **Outline Brief:**

- Staff to be co-located and accessible
- Open up access to the building
- Retain cinema and theatre capability
- 'Town Mayors parlour' to enable civic reception of community groups
- Flexible spaces for hire - 2 training rooms and 1 function room
- Modernisation of services in the building

Council is requested to **CONSIDER** this matter and **DECIDE** what to do.

#### **10 IT & TELEPHONE SYSTEMS (ATTACHMENT G)**

At the meeting held in March 2019 the Finance Committee was asked to take a view in connection with the Council's telephone broadband systems.

Committee **RESOLVED** that officers should "Look further into the Town Council's wider IT requirements in the future and bring a full report back for consideration" (Minute #258 of 2018/19).

A report is attached. Council is requested to **CONSIDER** this matter and **DECIDE** what to do.

#### **11 COUNCIL ACTIONS UPDATE (ATTACHMENT H)**

Details of outstanding Full Council decisions and those completed since the last Ordinary Council meeting are attached for the information of Council.

Council is requested to **REVIEW** the report and **DECIDE** if any further action is required at this time.

Members may also request verbal updates in respect of any outstanding Council decisions.

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

Tuesday 24th September 2019, 6.30pm, Stanley Civic Hall.

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*In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are welcome to attend the meeting. Members of the public will only be permitted to speak at the beginning of the meeting during Public Question Time.*