



# Stanley Town Council

**NOTICE OF MEETING**

I hereby give notice that an Ordinary Meeting of Stanley Town Council will be held on Tuesday the 25<sup>th</sup> April 2023 at 6.30pm at Stanley Civic Hall.

**TO ALL MEMBERS of STANLEY TOWN COUNCIL**

<b>O Milburn (Deputy Town Mayor)</b>	C Bell	G Binney	H Clark	K Wilson
<b>A Clegg (Town Mayor)</b>	D Fall	L Ferry	A Hanson	C Hampson
A Jones	J Kane	C Marshall	M Martin	J McMahan
J Nicholson	J Stephenson	M Thompson	D Tully	S McMahan

You are hereby summoned to attend an **ORDINARY MEETING** of meeting of Stanley Town Council to be held in Stanley Civic Hall, Front Street, Stanley, DH9 0NA, on Tuesday 25<sup>th</sup> April 2023 at 6.30pm in order to transact the following business:

Yours sincerely,

**Ann Barry**  
Responsible Finance Officer  
18<sup>th</sup> April 2023

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** announcements from the Town Mayor or Responsible Finance Officer.

**4. LEADER’S STATEMENT**

An update on current business by the Leader of the Council.

**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 submitted in advance of the meeting (*Individuals will be permitted a maximum of three minutes each. The total time for this session is limited to fifteen minutes*).

**6. RECEIPT OF COMMITTEE MINUTES (ATTACHMENT A)**

To **RECEIVE** the Minutes from the Finance and General Purposes Committee Meeting postponed from 14<sup>th</sup> February 2023.

**7. CONFIRMATION OF MINUTES (ATTACHMENT B)**

To **APPROVE** as a record and sign the Minutes of the Ordinary Full Council Meeting held on 28<sup>th</sup> February 2023. (*28<sup>th</sup> March 2023 was cancelled due to staff sickness*).

**8. ACCOUNTS FOR PAYMENT & BANK RECONCILIATION**

Statutory Basis: Accounts & Audit (England) Regulations 2011

**February 2023**

Schedule of Payments	<b>(ATTACHMENT C)</b>
Schedule of Receipts	<b>(ATTACHMENT D)</b>
Bank Reconciliation & Bank Balances	<b>(ATTACHMENT E)</b>

AND

**March 2023**

Schedule of Payments	<b>(ATTACHMENT F)</b>
Schedule of Receipts	<b>(ATTACHMENT G)</b>
Bank Reconciliation & Bank Balances	<b>(ATTACHMENT H)</b>

Council is requested to **CONSIDER** the attached information and:

- (i) **APPROVE** the payment of accounts and **NOTE** the bank reconciliations for both February 2023 and March 2023.

## 9. INTERNAL AUDIT REPORTS

The Committee is requested to **NOTE** the Internal Audit reports from G Fletcher.

- Internal Audit Report (ATTACHMENT I)
- Audit Plan Committee Report (ATTACHMENT J)
- Annual Plan 1 (ATTACHMENT K)

## 10. BUILDING UPDATE (ATTACHMENT L)

The Environmental Services Team Leader has provided an updated report for Council to **NOTE** in relation to the Civic Hall building.

## 11. EVENTS UPDATE

Council has requested to **RECEIVE** a verbal update – this will be supplied by the Environmental Services Team Leader.

## 12. ALLOTMENTS

**Members are asked to note the verbal update regarding the proposed transfer of the Stanley Allotment sites from Durham County Council to Stanley Town Council.**

On the 21/03/2022; Helen Richardson, James Harper & Ann Barry met with Ian Hoult from Durham County Council (DCC). Effectively this was a meeting to ascertain exactly what DCC are proposing in terms of the Stanley Allotment transfer. In this meeting we made it very clear that for the Town Council to start any type of considerations we must know the following;

- From the list of sites provided, many sites had pending legal issues. DCC have been asked to conclude the legal positions so that there is a more certain list of sites to take forward for proposed transfer.
- For each of the direct let sites (not Association sites) DCC to provide detail about the condition and the works already identified that is to be completed.
- Confirm that the transfer would be of the asset.
- What it costs DCC to run the Stanley Allotments annually.
- What happens if STC members say “no” to the transfer.

The Clerk agreed with Ian Hoult that we would have catch up meetings in due course to discuss information received.

## 13. CAB – Quarterly Report Q4 (ATTACHMENT M)

Council is requested to **NOTE** the report.

## 14. DATE, TIME AND VENUE OF NEXT MEETING

Tuesday **23<sup>rd</sup> May 2023**, 6.30pm, Stanley Civic Hall

*(A December meeting will need to be scheduled to replace March's, as it is the protocol to have a set number per year.)*

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**15. EXCLUSION OF PRESS AND PUBLIC**

To **RESOLVE** that under Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during 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 of excluding the public and press for the consideration of the following items: Discussion falls under the Data Protection Act 2018.*

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**PART B****16. STAFFING UPDATE****17. LOCAL GOVERNMENT RESOURCE CENTRE (LGRC)****18. HR WORKING GROUP****19. BAD DEBT****20. FUTURE MEETINGS**

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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 Participation.*

