**MINUTES** of the **FULL COUNCIL** of **STANLEY TOWN COUNCIL** held at

**Stanley Civic Hall** on **Tuesday 27th June 2023** at **6.30pm**

**O Milburn\*** H Clark L Ferry D Tully A Hanson

**A Clegg §** S McMahon C Hampson J Stephenson

\* Chairman § Vice-Chairman

**OFFICERS**:  Dianne Rickaby (Locum Town Clerk)

 Ann Barry (Responsible Finance Officer)

 James Harper (Environment Team Leader)

 Karen Snowdon (PA & Business Support Officer)

**PUBLIC**: John Hall

 The Town Mayor welcomed everyone to the meeting.

**21/23** **APOLOGIES FOR ABSENCE**

 Members **RECEIVED** apologies from Cllrs J Nicholson, A Jones, K Wilson,

 G Binney, C Marshall, J Kane, C Bell and J McMahon. Cllrs M Martin and

M Thompson were absent.

**22/23** **DECLARATIONS OF INTEREST**

 None.

**23/23** **MAYOR’S ANNOUNCEMENT**

Cllr Milburn spoke on Armed Forces Day celebrations and noted that STC need

to work closer with Hilary Events as it was quite clear to see that certain activities were unavailable on Sunday.

The Mayor announced that she will be attending Stoneleigh Nursing Home in Annfield Plain tomorrow, for Carers Week.

**24/23** **LEADERS’ STATEMENT**

Cllr Stephenson welcomed Dianne Rickaby to STC and looks forward to a productive future.

For the AGM, Cllr Stephenson thanked members of the public who raised good questions and also thanked members of staff for organizing the meeting.

**25/23** **PUBLIC PARTICIPATION**

One member of the public attended this evening’s Council Meeting. He raised the question of Front Street being either a public car park or for pedestrians?

Cllr Hanson confirmed that legally the pedestrianization has not been approved so a no-parking zone cannot be enforced.

Cllr Clark suggested attending the local Police meetings of which the next one is on the 14th of July at Halls. This meeting is also attended by DCC Wardens.

Mr Hall went on to say he was concerned about the vandalism happening by children, and he felt unsafe especially by the walk-way tunnel.

Cllr Milburn requested he bring this issue to the next PACT meeting – she thanked

Mr Hall for his input.

 No letters were received from the public.

**26/23 CONFIRMATION OF MINUTES**

Reference was made to item 10/23 of the previous Ordinary Full Minutes in which the in-correct named Councilor was noted. The Minutes were amended, re-confirmed and seconded by Cllr Hanson.

It was then proposed by Cllr J Stephenson and seconded by Cllr C Hampson that the minutes of the AGM held on the 23rd May 2023 be **APPROVED** as a true record. The Mayor signed the said Minutes.

**27/23**  **ACCOUNTS FOR PAYMENT & BANK RECONCILIATION**

Cllr Milburn noted that this is normally on the Finance & General Purpose agenda but we are combining the two meetings until further notice.

In light of this, the report was proposed by Cllr Stephenson and seconded by Cllr Hampson that the Council **APPROVE** the schedule of payments and receipts, and **NOTED** the bank reconciliation for May 2023.

**28/23 RESERVES**

The Responsible Finance Officer (RFO) introduced herself and explained that her Report is to give a clear picture of why STC are holding reserve funds at a higher level than normal.

She mentioned it was divided into the current, recommended and then narrative to look for acceptance to the Report. The RFO confirmed that some funds/reserves will be returned back to the General account.

Items (i), (ii) and (iii) were then **ACCEPTED** and **NOTED** by a show of hands :

Cllrs A Clegg, A Hanson, C Hampson, L Ferry, D Tully, H Clark s McMahon and

J Stephenson.

**29/23** **BUILDING UPDATE**

The Environment Team Leader (ETL) confirmed that STC are investigating premises where we can move to on a temporary basis. The three main possibilities are:

1. Greencroft Business Park – space, well equipped and environmentally friendly.
2. The Venue – Groups and Partners use this site but it might not be able to accommodate all the staff suitably.
3. Craghead Village Hall – We are waiting for more information of possible available space. It is in a good location, but not central.

The Locum Town Clerk reminded all that we need to move forward on decision making and asked that all Councilors give delegated authority to the Locum Town Clerk, ETL and Leader.

After an open floor discussion, a show of hands for **APPROVAL** was shown by: Cllrs S MacMahon, A Hanson, C Hampson, J Stephenson, L Ferry and D Tully

**30/23** **EVENTS UPDATE**

The ETL went through the list of events to be held in July (excluding community events) as being several dance shows, a carnival and timeless theatre events.

The outdoor event of Play in the Park is programmed for :

 Saturday 5th August – Oakies Park

 Wednesday 9th August – Greenland Primary

 Saturday 12th August – Tanfield Park

 Saturday 19th August – Annfield Plain

 Wednesday 23rd August – Craghead

It was noted that Armed Forces Day was attended by the DLI, Deputy Lieutenant, MP K Jones and Cllr Milburn and other Councilors. Thanks were received from the DLI for the organization that went into both the Flag Raising and last Sunday along Front Street. It was described as not being the best value for money with there being no Cadets and rides, as agreed with the organizer. The ETL will investigate further.

A suggestion was made and **NOTED**, that activities for Play in the Park are to be different at each event, as this gives variety to families who attend all the events.

In conclusion, it was **AGREED** that the Working Group play a closer role with Hilary Events to make sure Play in the Park runs more smoothly.

**31/23** **ALLOTMENTS**

A meeting with Ian Hoult was held and legality questions were raised by STC, but no feedback has been received. A further meeting is taking place this Thursday, 29th June.

**32/23**  **CDALC AGM Nominations**

No more nominations were received.

**33/23 DISPOSAL OF ASSETS**

The RFO explained that with handing Civic Hall back to DCC in February, we need to find a home for disposal items. We have started an inventory and will bring a plan to dispose of said items, to Council. However, could we ask for agreement of general items to be disposed of without consent , being those under £1000– eg. broken chair. The Locum Town Clerk **CONFIRMED** that she is preparing an Asset Policy to be put into place and that there will be a full audit trail from who we sell to and how much or who we give items away to.

 This was **AGREED** by all.

**34/23 DATE & TIME OF NEXT MEETING**

 Tuesday **25th July 2023** at **6.30pm,** Stanley Civic Hall

**35/23** **EXCLUSION OF PRESS AND PUBLIC**

 *Justification of excluding the public and press for the consideration of the following*

 *items in Part B as discussion falls under the Data Protection Act 2018.*

**PART B**

**36/23** **STAFFING UPDATE**

**37/23** LGRC – Recruitment of new Town Clerk

 The meeting finished at 19.25 hours.

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 SIGNED \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Cllr Olga Milburn

 STC Town Mayor