
MINUTES of the ANNUAL GENERAL MEETING of STANLEY TOWN COUNCIL held at Stanley Civic Hall on Tuesday 23rd May 2023 at 6.30pm

PRESENT: A Clegg* C Hampson A Hanson C Marshall
 J McMahon S McMahon D Fall M Thompson
 D Tully H Clark J Kane K Wilson
 M Martin L Ferry

*Chairman

OFFICERS: Dianne Rickaby (Locum Town Clerk)
Ann Barry (Responsible Finance Officer – “RFO”)
Karen Snowdon (PA / Business Support Officer)

The outgoing Town Mayor, Cllr A Clegg, welcomed everyone to the meeting and confirmed the meeting as being live streamed.

1/23 APOLOGIES FOR ABSENCE

Members **ACCEPTED** apologies from Cllrs J Stephenson, J Nicholson, O Milburn, C Bell, G Binney, and A Jones as absent.

2/23 DECLARATIONS OF INTEREST

None.

3/23 ELECTION OF TOWN MAYOR AND DEPUTY TOWN MAYOR

Nominations were received for these posts.

- (i) It was proposed by Cllr S McMahon, seconded by Cllr J McMahon and **RESOLVED** that Cllr O Milburn be **ELECTED** as Town Mayor for the Civic Year 2023/24.
- (ii) It was proposed by Cllr C Hampson, seconded by Cllr A Hanson and **RESOLVED** that Cllr A Clegg be **ELECTED** as Deputy Town Mayor for the Civic Year 2023/24.

The Declarations of Acceptance will be signed during the week.

It is **NOTED** that Cllr C Hampson would sit in and speak on behalf of Cllr A Clegg.

Cllr C Hampson welcomed Dianne Rickaby as the Locum Town Clerk to the meeting.

4/23 CORE GOVERNANCE DOCUMENTS

It was proposed by Cllr C Hampson, seconded by Cllr C Marshall that we take on-block attachments B, C and D, and that we defer attachments A, E and F to a later meeting so a further review can be carried out. This was **APPROVED** by Cllr Carl Marshall and seconded by Cllr A Hanson.

They include :

- (i) The Constitution (A)
- (ii) Standing Orders (B)
- (iii) Financial Regulations (C)
- (iv) Community Engagement & Communications Policies (D)
- (v) Publications Scheme (E)
- (vi) Publicity Policy (F)

5/23 LEADER & DEPUTY LEADER OF THE COUNCIL

Nominations were received for these posts.

- (i) It was proposed by Cllr A Hanson, seconded by Cllr S McMahon and **RESOLVED** that Cllr J Stephenson be **ELECTED** as Leader of the Town Council.
- (ii) It was proposed by Cllr C Marshall, seconded by Cllr J Kane and **RESOLVED** that Cllr A Hanson be **ELECTED** as Deputy Leader of the Town Council.

6/23 FINANCE & GENERAL PURPOSES COMMITTEE

- (i) It was proposed by Cllr A Hanson, seconded by Cllr S McMahon and **RESOLVED** that Cllr Gordon Binney is **ELECTED** as Chairman of Finance and General Purposes Committee.
- (ii) It was proposed by Cllr A Clegg, seconded by Cllr C Marshall and **RESOLVED** that Cllr A Hanson is **ELECTED** Vice Chair of Finance and General Purposes Committee.
- (iii) The Committee will be made up of ordinary members – please send requests/nominations to Dianne Rickaby, Locum Town Clerk. It was **NOTED** to continue with a 6 to 4 split.

7/23 ANNOUNCEMENTS FROM THE DEPUTY TOWN MAYOR

Cllr A Clegg confirmed his attendance at several Council functions whereby he met some new Council Leaders from North Yorkshire.

8/23 ANNOUNCEMENTS FROM THE OUTGOING TOWN MAYOR

The outgoing Town Mayor Cllr A Clegg, made the following statement:

“Thank you to all the staff for their support in the last year. It has been a busy year as the communities get back on track following covid. It has also been a good opportunity to network with other Town Councils and support their charities. In turn, we also received support for our charity, Red Sky Foundation.

I would like to thank the Deputy Town Mayor for her support particular in residing over the meetings due to my health issues and will hope to fully support Cllr O Milburn in the forthcoming year.”

The Councillors then thanked Cllr A Clegg for all his work and commitment.

9/23 PUBLIC PARTICIPATION

There were no members of the public present and no questions had been received in writing.

10/23 CONFIRMATION OF COUNCIL MINUTES

It was proposed by Cllr C Marshall, and seconded by *Cllr A Hanson* and **AGREED** by all that the Minutes from Ordinary Council Meeting on 25th April 2023 were **APPROVED** as a true record – signed by the Deputy Mayor.

11/23 ANNUAL ACCOUNTS & GOVERNANCE STATEMENT

The RFO apologised that attachment H had incorrectly marked reserves at £4694 – this should read £4395 : an amendment will be emailed to all.

The RFO also mentioned that the Internal Auditor section of the Annual Return was not signed when distributed, but **CONFIRMED** that we do now have a signed copy on file.

Cllr C Marshall thanked the RFO at this busy time and for the Accounts always been well presented and putting financial controls in place.

It was then proposed by Cllr C Hampson to take on-block attachments A to H. This was **AGREED** by all members of the Council:

- (i) **APPROVE** the Annual Governance Statement for 2022/23
- (ii) **APPROVE** the Annual Accounts for 2022/23
- (iii) **RESOLVE** that the Council has in place an effective system of internal control
- (iv) **CONFIRM** that the Council has arrangements in respect of all insurable risks in place; and
- (v) **AUTHORISE** the Town Mayor to sign the Annual Governance Statement and the Annual Accounting Statement for 2022/23 on behalf of the Council.

Cllr A Clegg signed the Annual Governance Statement section of the AGAR.

12/23 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

Cllr A Hanson requested the documents be taken on-block and approve. All of Council **APPROVED** the report.

13/23 REVIEW OF EXPENDITURE UNDER LOCAL GOVERNMENT ACT 1972, S137

Council **NOTED** the report and it was **AGREED** by all.

14/23 APPOINTMENT TO OUTSIDE BODIES & WORKING GROUPS

It was proposed by Cllr S McMahon that we roll over the appointments as continued. It was **AGREED** and **RESOLVED** by all members that the following appointments to outside bodies would remain the same.

- (i) Area Action Partnership, Cllr Jeanette Stephenson, Town Clerk is also a co-opted board member
- (ii) CDALC Executive, Cllr Alex Clegg
- (iii) Larger Local Councils Forum (CDALC) Cllr O Milburn and Cllr A Clegg
- (iv) PACT House, Cllr Dean Fall
- (v) Stanley Fund, Cllr A Clegg, Cllr O Milburn, one Derwentside Independent Member to be nominated from their group
- (vi) Love Beamish and Stanley, Cllr A Jones
- (vii) Armed Forces Champion, Cllr A Jones

15/23 SCHEDULE OF MEETINGS

It was **NOTED** with apology to the error in the date and duplication of AGM – an updated schedule would be sent out. It was **AGREED** the amended schedule of meetings for the Civic Year 2023/24 would be re-circulated to members.

16/23 SUBSCRIPTIONS TO OUTSIDE ORGANISATIONS

It was proposed by Cllr C Marshall, seconded by Cllr D Fall and **AGREED** and **RESOLVED** that the Council continues to subscribe to the following organisations:

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

17/23 BUILDING UPDATE

The RFO gave a brief update on Civic Hall highlighting the final working boiler is now beyond repair leaving the Civic Hall without heating and requested suggestions from the floor on a solution. It was put forward and **AGREED** by Cllr H Clark and seconded by Cllr S McMahon that both Cllr S Stephenson and Locum Town Clerk Dianne Rickaby have full delegated authority to fast track finding a new office venue.

18/23 EVENTS UPDATE

ARMED FORCES DAY – the interim event team is working with the DLI for a Flag Raising Ceremony on Sunday 18th June at 10.30am (*attendance by invite*) and Sunday 25th June, an all-day event along the Front Street of Stanley (*open to the public*). The Events Team will email details to all Council members.

19/23 DATE, TIME AND VENUE OF NEXT MEETING

Tuesday 27th June 2023 at 6.30pm, Civic Hall Stanley.

PART B

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.

20/23

STAFFING

The meeting finished at 19:00 hours

X

SIGNED _____

Cllr Olga Milburn
STC Town Mayor