

**MINUTES of the FULL COUNCIL of STANLEY TOWN COUNCIL held at
Annfield Plain Community Centre on Tuesday 26th September 2023 at 6.30pm**

O Milburn*	J Kane	H Clark	L Ferry	J Nicholson
A Clegg	G Binney	A Hanson	S McMahon	D Fall
	J Stephenson	M Thompsen	C Hampson	

* Chairman § Vice-Chairman

OFFICERS: James Harper (Environment Services Team Leader - ESTL)
 Alex Ferry (Events & Administration Support Officer)
 Anna Marshall (Events & Administration Support Officer)

GUEST

SPEAKERS: Daniel O'Brien Stanley AAP
 Paul Rutherford Durham County Council

PUBLIC: S Twigg N Ullathorne L Brearey B Nixon
 B Nair

The Town Mayor welcomed everyone to the meeting.

55/23 APOLOGIES FOR ABSENCE

Members **RECEIVED** apologies from Locum Town Clerk Dianne Rickaby, Cllrs D Tully and J McMahon, K Wilson and C Marshall. Cllrs A Jones and M Martin and C Bell were absent.

A dispensation request was submitted from Cllr C Bell due to health reasons. Council agreed to approve this request.

56/23 DECLARATIONS OF INTEREST

Cllr L Ferry – Part B

57/23 MAYOR'S ANNOUNCEMENT

Thanks to ESTL, Environmental Team and everyone who took part in Northumbria in Bloom (NIB) and won gold.
 Welcome to D O'Brien and P Rutherford

58/23 LEADER'S STATEMENT

Attended first NIB Awards, felt proud to be a part of Stanley.
 Well done to all involved, special mention to Stanley Town Council, Environmental Team and Wardens

59/23 PUBLIC PARTICIPATION

Five members of the public attended this evening's Council Meeting.

Letter and email regarding the Civic Hall received. STC need to be able to give a response. ESTL suggested that a standard response is needed and shows why work between Stanley Town Council and DCC is needed. Continue to express Stanley Town Council are working with Durham County Council.

60/23 CONFIRMATION OF MINUTES

It was then proposed by Cllr A Clegg and seconded by Cllr G Binney that the Minutes of the Ordinary Full Meeting of 25th July 2023 be **APPROVED** as a true record.

61/23 ST CUTHBERTS CROSS TANFIELD VILLAGE

Daniel O'Brien gave an update on the St Cuthberts Cross project for Tanfield Village regarding planning permission and conditions.

An open discussion was held in reference to future maintenance and whether Stanley Town Council would be a part of this. It was agreed that Daniel O'Brien would investigate acquiring estimations and costs attached and would bring them back to council.

62/23 LOCUM CLERK UPDATE

It was noted that some of the update would be taken to Part B of the meeting.

Update was read out by Cllr O Milburn;

- Within the report members were advised of a FOI received from a councillor regarding an up-to-date asset register. It was discussed that staff and members work together on bringing a new asset register to the full council, given that some members had previous knowledge of items.

It was noted that information has already been given to the clerk regarding aspects of the register and was **PROPOSED** by Cllr J Nicholson that a time sensitive asset register would be put together with help of councillors and facilitation of staff for November meeting, **SECONDED** by Cllr A Hanson.

- Civic Hall – advised that no information has been given to the Locum Clerk from DCC officers despite numerous attempts to find out what is happening to the CH.
- Policies – update on policies Locum Clerk is working on bringing up to date.

63/23 EVENTS UPDATE

A verbal update was given by the ESTL (Environmental Team Leader).

Great news from Northumbria at the Bloom Awards. All Play in Park events were completed, surveys carried out by the Events Team and being analysed. Miners Sunday received thanks from Durham Miners Association. Louisa Memorial was well attended, good opportunity for reflection and remembrance.

64/23 GOVERNMENT'S ANTI-SOCIAL BEHAVIOUR ACTION PLAN

Presentation/ Plan was read out by Cllr J Stephenson, indicating how Stanley Town Council could be involved identifying areas within Stanley being classed as Hotspots. There is funding via the PCC which can be accessed to assist this plan:

An open discussion was held regarding how anti-social behavior could be tackled in Stanley, as there appears to be more incidents, possibility of working with police and Stanley AAP.

65/23 NEIGHBOURHOOD WARDENS

Paul Rutherford attended the meeting to provide an opportunity for any councilors to ask questions regarding the work of the neighborhood wardens in Stanley.

Any questions after the meeting were to be directed towards ESTL and Paul.

Paul was thanked for his comprehensive update and for attending the meeting.

66/23 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

All councilors agreed to **APPROVE** and **NOTE** the Schedule of Payments and Receipts, and Bank Reconciliation & Bank Balances for July 2023 and August 2023

67/23 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

It was proposed by Cllr J Kane and seconded by Cllr S McMahon that the Annual Governance and Accountability Return would be **NOTED** and **APPROVED** for the 2022-2023 period.

68/23 INTERNAL AUDIT PLAN

Any questions would be noted if needed for a later date for the RFO Ann Barry.

69/23 POLICIES & PROCEDURES

It was noted that some policies **did not** need to be re-agreed, it was also noted that councilors wanted to **know changes made** and policies would be **brought back to next meeting for approval**.

70/23 COMMS UPDATE

ESTL updated that comms needed to be improved and that it needed to be recognized a budget needs to be attached as well as strategy in place once direction and priorities are known.

71/23 TRANSFER OF ALLOTMENTS TO STANLEY TOWN COUNCIL

It is made known that Stanley Town Council have not taken control of allotments yet but are in discussion with Durham County Council. Stanley Town Council are aware that the allotments will come to Stanley Town Council as soon as April 2023.

Will start to look at how to manage and will be relayed and consulted with public.

72/23 TRAINING OPPORTUNITIES

Any members wanting to take part are to let Locum Town Clerk Dianne Rickaby know.

73/23 DATE & TIME OF NEXT MEETING

Tuesday 24TH OCTOBER 2023 at 6.30pm: Craghead Village Hall.
Councilor Surgery will be held by Cllr C Hampson at 5:30pm

74/23 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

75/23 HR COMMITTEE

Areas of staffing were discussed, council agreed to a proposed interim structure, continuation with locum Clerk with some increase in hours to cover absences.

Further discussion on website graphics and support, and the recruitment process for the Chief Officer (Town Clerk).

It was resolved: the proposals discussed were approved by the full council.

The meeting finished at 20.15 hours.

SIGNED



Cllr Olga Milburn
STC Town Mayor