

**MINUTES of the FULL COUNCIL of STANLEY TOWN COUNCIL held at  
The Greenhouse, Greencroft Business Park, Stanley, DH9 7XN on Tuesday 27th  
February 2024 at 6.30pm**

<b>O Milburn*</b>	L Ferry	D Tully	H Clark	G Binney
<b>A Clegg§</b>	C Hampson	J Stephenson	A Hanson	C Marshall
M Thompson	J Nicholson	A Jones	J Kane	

\* Chairman      § Vice-Chairman

OFFICERS:      Dianne Rickaby      (Locum Town Clerk)  
Ann Barry      (Finance Officer & RFO)  
James Harper      (Environment Services Team Leader - ESTL)  
Anna Marshall      (Events & Administration Support Officer)  
Alex Ferry      (Events & Administration Support Officer)

The Town Mayor welcomed everyone to the meeting.

**143/23 APOLOGIES FOR ABSENCE**

RESOLVED: That apologies were **RECEIVED** and **ACCEPTED** from Cllrs. J McMahon, S McMahon, and M Martin. Cllr. D Fall was absent. Cllr. C Bell has a recorded dispensation.

**144/23 DECLARATIONS OF INTEREST**

Councillor C Hampson declared an interest in agenda item 13 (notified at commencement of item)  
Councillor O Milburn declared an interest in agenda item 13 (notified at commencement of item)  
Councillor C Marshall declared an interest in agenda item 22.  
Councillor H Clark declared an interest in agenda item 22.  
Councillor L Ferry declared an interest in agenda item 22.

**145/23 MAYOR'S ANNOUNCEMENT**

Thank you to all residents and staff who attended the Burns Pit memorial, it was a particularly good service with good attendance and weather.

LTC to note admin error on attachment A which has been corrected.

**146/23 LEADER'S STATEMENT**

Cllr Jeanette Stephenson gave thanks the outgoing Locum Town Clerk for all her hard work, on behalf of all at Stanley Town Council.

**147/23 PUBLIC PARTICIPATION**

No members of the public were present, and no questions had been received in advance.

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**148/23 CONFIRMATION OF MINUTES**

It was proposed by Cllr A Clegg and seconded by Cllr C Hampson that the Minutes of the Ordinary Full Meeting of 28<sup>th</sup> November 2023 be **APPROVED** as a true record and signed by Town Mayor Cllr. O Milburn.

It was proposed by Cllr A Clegg and seconded by Cllr C Hampson that the Minutes of the Extra-Ordinary Full Meeting of 9<sup>th</sup> January 2024 be **APPROVED** as a true record and signed by Town Mayor Cllr. O Milburn.

It was proposed by Cllr A Clegg and seconded by Cllr C Hampson that the Minutes of the Ordinary Full Meeting of 23<sup>rd</sup> January 2024 be **APPROVED** as a true record and signed by Town Mayor Cllr. O Milburn.

**149/23 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION**

RESOLVED: It was proposed by Cllr. A Hanson and seconded by Cllr. G Binney to **APPROVE** the Schedule of Payments and Receipts and **NOTE** the Bank Reconciliation & Bank Balances for January 2024.

Council members **APPROVED** the financial regulation 3.4 for the expenditure of £2500 for a survey of the Civic Hall as part of the exit strategy.

**150/23 AUDIT TERMS OF REFERENCE**

Council **REVIEWED, NOTED** and **ACCEPTED** the Terms of Reference for Audit by all members.

**151/23 ASSET, DISPOSAL, AND INVENTORY UPDATE**

Finance Officer advised the records in relation to Asset, Disposals and Inventory are still in progress following the return of the Civic Hall to Durham County Council on 31<sup>st</sup> January 2024.

Council **AGREED** to holdover until the work has been fully completed.

**152/23 PLANNING APPLICATIONS**

RESOLVED: Council have **NOTED** the applications and no objections received.

**153/23 UPDATE FROM DURHAM COUNTY COUNCILLORS**

An update was received from Durham County Council councillors representing all wards in the STC boundary.

- 20 mile per hour schemes are operating outside the school on Tyne Road, Stanley. Councillors have been working with the police and local headteacher.
- 1.6 million redevelopments of Beamish Football Centre are progressing and are ahead of schedule, due to open in August 2024.
- An interested party at Greenland School is in discussions with planners at Durham County Council.
- New play equipment is being installed at South Moor Park funded by Stanley Town Councilors.

- Work is ongoing with residents at Margaret Terrace in Stanley, due to speeding and traffic issues.
- Kellys Bakery is nearing completion, once cleared, the tarmac and car park spaces will be in place. This will hopefully ease the situation around the school and doctors' surgery.
- Councillors in Annfield Plain are working towards a substantial plan to combat the flooding issues.

## 154/23 ALLOTMENTS REPORT

Update received from the ESTL. The working group has been making progress towards a smooth transition with Durham County Council. Further reports will come in due course.

RESOLVED: Council members considered the Stanley Town Council Allotment Policy document & Allotment Tenancy Agreement Document. This was **NOTED** and **AUTHORITY GIVEN TO USE DOCUMENTS**.

RESOLVED: Council members **APPROVED** delegated authority for the Allotment Working Group to make necessary decisions for the smooth transition of allotment from Durham County Council to Stanley Town Council.

RESOLVED: Council members **APPROVED** the change from a Working Group to a Committee.

RESOLVED: Council members **APPROVED** delegated authority to the Environment & Allotments Manager and CEO, for the day-to-day decision-making process, when necessary, for the Council Allotment Service.

Cllr. C Marshall comments noted for the record.

*I agree with Cllr H Clark about keeping the door open on how we manage the allotments. We need to be responsive to the needs of the allotment holders and the associations we will be working with, which is really important.*

*The other point I would like to make in relation to the transfer of the allotments. I have a spreadsheet that I was given as a cabinet member of Durham County Council. It is a list of all the allotment sites in Stanley and at the time the Labour group at the County Council kicked this out and said we do not want double taxation. We are where we are now, the point in mentioning this is because this spreadsheet was quite contentious as it identifies everything that was classed as an allotment site across the Stanley Town Council area. A list of the sites that the County Council wanted to retain, with a caveat that said, 'potential future development opportunity.' This was on 2 to 3 allotment sites, I want to make sure, because we are taking on these allotments, we need to make sure this council is taking on all the allotment sites. And not just the ones Durham County Council are cherry picking for us to have, including the East Stanley site because there has been a lot of representation from members at East Stanley. This must come with the rest of them and any associated land or access to these allotments. If we do not get this right, at the point where this is transferred. We will be at loggerheads*

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*for years on bits of land that surround them or random strips of land and not being able to improve access to some of the allotments, which I know are important to them. It needs to be all these sites and I hope the officers in the council who are leading the negotiations for us are making sure they are lobbying hard to make sure it is all or nothing. That we are not just backing down to any sort of kick back from the county for bits of land or random strips they would like to keep hold of.*

**155/23 EVENTS WORKING GROUP REPORT**

RESOLVED: Council **APPROVED** amendment to Event Working Group Report.

**156/23 ANNUAL ASSEMBLY OF ELECTORS**

RESOLVED: Agenda items 15 and 16 taken as one item.  
Council members **AGREED** the date and time of the meeting for annual Town Meeting as 28<sup>th</sup> May 2024. This will be held prior to the Annual General Meeting at 6.30pm. Venue is to be confirmed.

**157/23 COUNCILLOR VACANCY**

Council members confirmed this position can be advertised in the public domain.

**158/23 THE GREENHOUSE SERVICE CHARGES**

Council **NOTED** communication from The Greenhouse management re. service charges for the coming year.

**159/23 FREEDOM OF INFORMATION REQUEST**

Council **NOTED** the receipt of a Freedom of Information request.

**160/23 DATE & TIME OF NEXT MEETING**

Tuesday **March 2024** at **6.30pm**; The Greenhouse, Greencroft Business Centre, DH9 7XN

*(Councillor Surgery will be held by Cllrs. at 5:30pm)*

**161/23 EXCLUSION OF PRESS AND PUBLIC**

Council **RESOLVED** that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the 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 for excluding the public and press from consideration of the following item: Staffing confidentiality.

Streaming and recording of the meeting was stopped at this point.

*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.*

**162/23 HR COMMITTEE**

RESOLVED: Council members **APPROVED** the recommendation from the Town Clerk managerial duties report.

RESOLVED: Council members have **CONSIDERED** the Neighbourhood Warden report and **APPROVE** the recommendation.

Minutes from the HR Committee of 15<sup>th</sup> February 2024 were presented, noted, and **APPROVED**.

**163/23 IT QUOTES**

Council members **NOTED** a verbal update from council officers. The Finance Officer will prepare the report and bring it back to council members before agreement.

**164/23 CIVIC HALL UPDATE**

Verbal update received from the Locum Town Clerk on the status of the Civic Hall.

**165/23 ST JOSEPHS HOUSE**

Council members **NOTED** report in relation to St Joseph's House.

**166/23 STANLEY ADVICE CENTRE**

RESOLVED: Locum Town Clerk gave a verbal update re. Stanley Advice Service. Members **NOTED** to the recommendations and will consider funding following the scheduled presentation at the next Full Council meeting.

Members also **NOTED** for future discussions this item needs to be negotiated prior to budget setting.

SIGNED



Cllr Olga Milburn  
STC Town Mayor

