



Stanley Town Council

NOTICE OF MEETING

I hereby give notice that an Ordinary Full Meeting of Stanley Town Council will be held on Tuesday the 27th June 2023 at 6.30pm at Stanley Civic Hall.

TO ALL MEMBERS of STANLEY TOWN COUNCIL

O Milburn (Town Mayor)

A Clegg (Deputy Town Mayor)

C Hampson

J McMahan

J Nicholson

A Jones

S McMahan

J Stephenson

D Fall

J Kane

M Thompson

C Bell

L Ferry

C Marshall

D Tully

H Clark

A Hanson

M Martin

K Wilson

G Binney

You are hereby summoned to attend an **ORDINARY FULL MEETING** of Stanley Town Council to be held in Stanley Civic Hall, Front Street, Stanley, DH9 0NA, on Tuesday **27th June 2023 at 6.30pm** in order to transact the following business:

Yours sincerely,

Dianne Rickaby

Dianne Rickaby

Locum Town Clerk

20th June 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 Town Clerk.

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. CONFIRMATION OF MINUTES (ATTACHMENT A)

To **APPROVE** as a record and sign the Minutes of the Annual General Meeting held on 23rd May 2023.

7. ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

Statutory Basis: Accounts & Audit (England) Regulations 2011

May 2023

Schedule of Payments	(ATTACHMENT B)
Schedule of Receipts	(ATTACHMENT C)
Bank Reconciliation & Bank Balances	(ATTACHMENT D)

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

- (i) **APPROVE** the payment of accounts, and
- (ii) **NOTE** the bank reconciliations for May 2023.

8. RESERVES (ATTACHMENT E)

Responsible Finance Officer has submitted a report outlining the current position relating to current level of Reserves.

Council is requested to:

- (i) **ACCEPT** the report.
- (ii) **REVIEW** the current reserves, **CONSIDER** and **AGREE** any amendments or additional earmarked reserves for 2023/2024.
- (iii) **AGREE** to return earmarked reserves 324 Civic Hall Training **£1,000**, 325 Members Training **£1,225** & 326 Mayor's Fund/Awards **£4,500** to General Reserves.

9. BUILDING UPDATE

NEW PREMISES

The Town Clerk and Environmental Services Team Leader will provide a verbal update for Council to **NOTE** in relation to the new office premises.

10. EVENTS UPDATE

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

11. ALLOTMENTS

The Town Clerk and the Responsible Finance Officer meet with Ian Hoult on the 25th June 2023 and will give a verbal update.

12. CDALC AGM NOMINATIONS

(ATTACHMENT F)

The AGM is scheduled for Saturday 7th October 2023. Are there any new nominations to put forward.

13. DISPOSAL OF ASSETS

Stanley Town Council has an Asset register that contains the items of value over £1,000. Officers are currently pulling together an inventory of items held within the Civic Hall that have a value less than £1,000 and items that only have a nominal value and are obsolete to the Council but may be of use to another organisation. The inventory will be categorised into:

- Items to transfer to new office location.
- Items that will form part of the hand back to Durham County Council.
- Items to sell.
- Items to donate to community organisations within Stanley.
- Items broken or unrepairable to be disposed of.

At present we are still working on the inventory as a decision on our location will be required in the first instance to identify what we will need to take, and a decision by Durham County Council on whether they intend to keep the theatre open as this may dictate if any of the surplus items could be useful to DCC.

Council is requested to.

- (i) Approve** disposal of broken items without bringing these back to Council for a decision.
- (ii) Approve** in the first instance to offer for sale items identified that Stanley Council no longer have a use for that we think could give us a return. No sale within 3 weeks to offer items to community organisations within the Stanley Area. A full audit trail will be kept of all items which will also include details of any sale's, donations and disposals.

14. DATE, TIME AND VENUE OF NEXT MEETING

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

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.

PART B**16. STAFFING UPDATE****17. LOCAL GOVERNMENT RESOURCE CENTRE (LGRC)**
- Recruitment of new Town Clerk

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.

