**MINUTES** of the **ORDINARY COUNCIL MEETING of STANLEY TOWN COUNCIL** held at **Stanley Civic Hall** on **Tuesday 28th June 2022** at **6.30pm**

**O Milburn (Deputy Town Mayor)\*** C Bell G Binney H Clark

**A Clegg (Town Mayor)** L Ferry A Hanson C Hampson

J McMahon S McMahon D Tully J Nicholson M Thompson

Chairman\*

**OFFICERS**:   Stuart Wardle (Interim Town Clerk)

James Harper (Environmental Team Leader)

Michelle Robertson (Events & Admin Support Officer)

Peter Burns (Facilities & Events Officer)

**GUESTS**: Sharon Gollan, County Durham Community Foundation

**28.** **APOLOGIES FOR ABSENCE**

**RESOLVED** that, apologies for absence be received on behalf of H Richardson (Town Clerk), Cllr. J Stephenson, Cllr. A Jones, Cllr. H Clark, Cllr. K Coulson, Cllr. D Fall and Cllr. J Kane.

**29.** **DECLARATIONS OF INTEREST**

**RESOLVED** that the declarations of interest made and outlined by the Members below be received and noted:

* Cllr J Nicholson in respect of item 7 and 15 on the agenda, as she is the Vice Chair of the Police and Crime Panel and the Chair of the existing Community Centre, and it could benefit from the Annfield Plain Community Hut closing.
* Cllr C Bell in respect of item 15 on the agenda, as she sits on the committee of the existing Community Centre, and it could benefit from the Annfield Plain Community Hut closing.
* Cllr M Thompson in respect of item 15 on the agenda, as she sits on the committee of the existing Community Centre, and it could benefit from the Annfield Plain Community Hut closing.

**30.** **MAYORS ANNOUNCEMENTS**

The Town Mayor updated members on the events he had recently attended.

The Town Clerk advised that item 7 which had been added to the agenda late would be dealt with as part of the Town Clerk’s update.

An update was given regarding the heating system in the Civic Hall, a positive meeting had taken place on Wednesday 22nd June between the Town Clerk and DCC. The current position is DCC met onsite with COMPAC, and it was agreed that should the remaining boilers, not be repairable then DCC would allow a temporary boiler to be installed. COMPAC would be attending on site on 29th June to assess if the boilers can be fixed.

Further damage to the Civic Hall roof had appeared which needed to be repaired as a matter of urgency and a quote is being obtained.

The post of Admin officer had been re-advertised with a new closing date of 5th July. Members were asked to share the vacancy.

The Town Clerk had circulated to each Member an email update regarding the Police Van sharing arrangement with Stanley Police. The position is that the vehicle we use the most has been taken off the road by Stanley Police and is awaiting service. The second van is due its service and will soon also be held until a decision is made.

Following detailed discussion, it was suggested that that other vehicle options needed to be investigated, possibly through DCC but that Stanley Town Council would no longer be able to commit to subsidising these vans with the Police and that the Police be notified accordingly.

Permission was granted to hire a van in the interim to ensure continuity of services.

**RESOLVED** that the information given be noted, further developments be awaited, and the Town Clerk be authorised to hire a vehicle if necessary to ensure existing services were maintained.

**31.** **LEADERS STATEMENT**

There was no update from the Leader of the Council. Apologies were received.

**RESOLVED** that the information given be noted

**32. PUBLIC PARTICIPATION**

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

**RESOLVED** that the information given be noted

**33.** **STANLEY COMMUNITY FUND**

Sharon Gollan gave a presentation and updated the Council on the performance from the Stanley Community Fund in relation to their 3-year report and funding proposal. These included details of the additional funds that have been secured alongside and in association with the Stanley Fund and invested within the Stanley Community.

Following a number of questions which were duly answered, it was **RESOLVED** that Stanley Town Council would continue their contribution to the fund this year and would review on a yearly basis for future funding.

**34.** **CONFIRMATION OF MINUTES**

It was proposed by Cllr A Clegg, seconded by Cllr S McMahon and **RESOLVED** that the minutes of the Full Council meeting held on the 10th May 2022 be approved and signed by the Town Mayor as a true record.

**35 RECEIPT OF COMMITTEE MINUTES**

It was proposed by Cllr A Clegg, seconded by Cllr A Hanson, and **RESOLVED** that Council receive andnote the minutes from the Finance & General Purposes Committee held of 10th May 2022.

**36. ACCOUNTS FOR PAYMENT & BANK RECONCILIARTION**

It was proposed by Cllr A Hanson and seconded by Cllr S McMahon and **RESOLVED** that the payments for April 2022 and the bank reconciliation for April 2022, details of which had been circulated to each member be approved and noted

**37.** **TOWN COUNCILLOR ATTENDANCE AT MEETING REVIEW**

**RESOLVED** that the recommendation from Finance & General Purpose Committee to establish a register to be signed by all attendees as they enter the meeting and that a reminder to be sent to members prior to meetings advising them of their responsibilities regarding attendance at meetings be implemented.

**38. EVENTS 2022**

The Events Working Group had met on 15th June 2022, with its new membership. It had been a good meeting looking at this year’s events schedule, with each event well into it planning. Meeting to be held at on a monthly basis looking at the large events as well as smaller events held at the Civic Hall.

**RESOLVED** that the information given be noted

**39. MEETING SCHEDULE AND COMMITTEE STRUCTURE**

Following the Annual General Meeting an email had been sent to all Councillors regarding the Town Council’s meeting schedule and requested feedback on dates and times that may better suit Councillors. The feedback received confirmed that the current days and times suited best. No other suggestions were made by members in relation to working groups and committee structure.

The Clerk asked Members to consider establishing a staffing working group to discuss staffing matters which can often be of a personal nature and a smaller working group to deal with the ongoing Civic Hall project which would keep things moving and ensure decisions could be made quickly.

Members suggested:

Civic Hall Working Group –appoint 5 members to deal with any ongoing issues of maintenance or the usage of the building.

Staffing Working Group –the Town Clerk and Staff to suggest what would work best.

**RESOLVED** that the information given be noted and that terms of reference, for both Working Groups, be brought back to Council for approval

**40.** **EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED** 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*

**41. ANNFIELD PLAIN COMMUNAL ROOM**

***Councillors J Nicholson, C Bell and M Thompson declared their interests in the following item and took no part in the discussion or decision that followed***

Consideration was given to the report of the Town Clerk in relation to the above premises.

Cllr. A Hanson advised that Pact House and Stars Youth Group are two separate organisations.

Following discussion of the issues and likely impacts, it was **RESOLVED** that the Annfield Plain Community Hut be returned to Durham County Council.

**42. EVENT PAYMENT TERMS**

Consideration was given to the report of the Town Clerk in relation to this matter. It was noted by Members that the previous and current arrangements had not benefitted Stanley Town Council.

**RESOLVED** that, Officers would go back to the production company to negotiate a new arrangement, it being noted that existing terms were not sustainable

**43. DATE, TIME AND VENUE OF NEXT MEETING**

**RESOLVED** that the next meeting be held on Tuesday 26th July 2022, 6.30pm, Stanley Civic Hall