



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 28th November 2023 at 6.30pm at The Greenhouse, Greencroft Business Centre, DH9 7XN

TO ALL MEMBERS of STANLEY TOWN COUNCIL

O Milburn (Town Mayor)

A Clegg (Deputy Town Mayor)

C Hampson

J McMahon

J Nicholson

A Jones

S McMahon

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 at **The Greenhouse, Greencroft Business Centre, DH9 7XN** on Tuesday **28th November 2023** at **6.30pm** in order to transact the following business:

Yours sincerely,

Dianne Rickaby

Dianne Rickaby


Locum Town Clerk

21st November 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. **HOUSEKEEPING – (mobile phones on silent, fire drills, safety exits.)**
2. **APOLOGIES FOR ABSENCE**
To **RECEIVE** any apologies and reasons for absence.
3. **DECLARATIONS OF INTEREST**
Members are invited to **DECLARE** disclosable pecuniary and other interests, along with the nature of those interests, in relation to any item on this agenda.
4. **MAYOR'S ANNOUNCEMENTS**
To **RECEIVE** announcements from the Town Mayor or Locum Town Clerk.
5. **LEADER'S STATEMENT**
An update on current business by the Leader of the Council.
6. **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*).
7. **CONFIRMATION OF MINUTES** **(ATTACHMENT A)**
To **APPROVE** as a record and sign the Minutes of the Ordinary Full Council Meeting held on 24th October 2023. 
8. **ACCOUNTS FOR PAYMENT & BANK RECONCILIATION**
Statutory Basis: Accounts & Audit (England) Regulations 2011
October 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 October 2023.
 - (iii) Council to **AGREE** and **APPROVE** subscription to Society of Local Council Clerks. Annual cost £403.00 & £20.00 joining fee.
 - (iv) Council to **APPROVE** amended financial regulations as requested at last council meeting of 24th October 2023.

9. LOCUM CLERK UPDATE (ATTACHMENT E)

Update to be received from Locum Clerk.

10. REPORT FROM DCC

Introduction to incorporate reports from DCC on full council meeting agendas.

11. PARTNERSHIP GROUPS

Council to **RECEIVE** reports from representatives on partnership groups.

12. BUDGET WORKING GROUP

Council to **RECEIVE** the following update from the Budget Working Group for the 2024/25 financial year.

‘Budget workshop went ahead on Tuesday 7 November 2023 and initial discussions took place.

The meeting produced some good conversations between Councillors and Officers around partnership working, community engagement, and the new Allotment Service. It was clear from discussions that communication was a key element to our future success in delivering our priorities, which officers believe to be achievable with the proposed staffing structure. All Councillors have been issued with a complete set of papers that were available at the workshop via e-mail on 8 November 2023 along with the comments and observations captured.

An ordinary meeting has been called for Tuesday 12th December 2023 in which further discussion will take place to set a balanced budget prior to the deadline for submitting our precept demand on 19 January 2024. I would urge all Councillors who are unable to attend the next meeting to submit their thoughts for consideration in advance of the meeting.’

13. ALLOTMENTS

Council to **RECEIVE** update on the timeline for taking over the allotments.

Members to **DISCUSS** and **APPROVE** the process for setting up an allotment working group, with a view to forming a committee.

14. EVENTS PROPOSAL REPORT (ATTACHMENT F)

Council to **RECEIVE** a proposal for In House Events.

15. NORTHUMBERLAND IN BLOOM

Members to **RECEIVE** a presentation from Environmental Services Team Leader.

16. ASSEST LIST REPORT (ATTACHEMENT G)

Members to see attached report.
The Responsible Finance Officer **RECOMMENDS** that Committee:

- (i) **ACCEPTS** the report.
- (ii) **ACCEPTS** the new format presented for a full comprehensive Inventory list.
- (iii) **ACCEPTS** the proposal outlined under priorities to move this important piece of work forward.

17. DATE, TIME, AND VENUE OF NEXT MEETING

Tuesday 19th December 2023 at 6.30pm, Tantobie Community Hall, DH9 9TJ.

(*Surgery opens 5.30pm – Cllrs. Olga Milburn, Helen Clark & David Tully)

Commented [DR1]: change venue

18. 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**19. HR COMMITTEE**

Update on Chief Officer recruitment.

20. CIVIC HALL UPDATE

Locum Clerk to provide update on Civic Hall.

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.

