



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 24th September 2024 at 6.30pm at Craghead Village Hall, Stanley, DH9 6AN

TO ALL MEMBERS of STANLEY TOWN COUNCIL

C Hampson (Town Mayor)

A Clegg (Deputy Town Mayor)

D Fall

C Marshall

J Stephenson

L Ferry

J McMahon

M Thompson

C Bell

A Hanson

S McMahon

D Tully

G Binney

A Jones

O Milburn

L Timbey

H Clark

J Kane

J Nicholson

F Ward

You are hereby summoned to attend an **ORDINARY FULL MEETING** of Stanley Town Council to be held at, Craghead Village Hall, Stanley, DH9 6AN on **Tuesday 24th September 2024 6.30pm** to transact the following business:

Yours sincerely,

Margie Stewart-Piercy

Chief Officer

17th September 2024

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** and **APPROVE** any apologies, reasons for absence and any requests for dispensations.

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.

5. LEADER'S STATEMENT

An update on current business by the Leader of the Council.

6. CHIEF OFFICER REPORT

Members to receive a verbal update from the Chief Officer.

7. WOODLAND CREATION GREENCROFT FOREST

Council to receive update from Sam Roberts (Woodland Creation & Carbon Manager) from Pryor & Rickett Silviculture.

8. DURHAM POLICE & CRIME COMMISSIONERS OFFICE

Council to receive an introduction from Dawn Knight – Community Safety Co-Ordinator supporting communities around County Durham and Darlington.

9. PUBLIC PARTICIPATION

An adjournment will be allowed at the direction of the Chair 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*).

10. CONFIRMATION OF MINUTES (ATTACHMENT A)

To **APPROVE** as a record and sign the minutes of the Ordinary Full Council meeting held on 23rd July 2024.

11. RECEIPT OF COMMITTEE MINUTES

To **RECEIVE** the minutes from the following committee and working Group meetings.

Policy Working Group	17 th June 2024	(ATTACHMENT B)
HR Interim Committee Minutes	8 th July 2024	(ATTACHMENT C)

12. ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

Statutory Basis: Accounts & Audit (England) Regulations 2011

June 2024

Schedule of Payments	(ATTACHMENT D)
Schedule of Receipts	(ATTACHMENT E)
Bank Reconciliation & Bank Balances	(ATTACHMENT F)

July 2024

Schedule of Payments	(ATTACHMENT G)
Schedule of Receipts	(ATTACHMENT H)
Bank Reconciliation & Bank Balances	(ATTACHMENT I)

August 2024

Schedule of Payments	(ATTACHMENT J)
Schedule of Receipts	(ATTACHMENT K)
Bank Reconciliation & Bank Balances	(ATTACHMENT L)

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

- (i) **APPROVE** the payment of accounts, and
- (ii) **NOTE** the bank reconciliations for June, July and August 2024.

13. INTERNAL AUDIT PLAN

Mr. G Fletcher, the Internal Auditor, has submitted his Committee Report and Terms of Reference for the 4 audits to be carried out in October/November 2024.

Members are asked for comments and agreement on the attached Terms of Reference for the audits in October/November 2024.

(i) Committee Report	(ATTACHMENT M)
(ii) TOR Accounts Payable	(ATTACHMENT N)
(iii) TOR Events	(ATTACHMENT O)
(iv) TOR Main Accounting System	(ATTACHMENT P)
(v) TOR Payroll	(ATTACHMENT Q)

14. QUARTER 1 BUDGET MONITORING (ATTACHMENT R)

Council is requested to **NOTE** the budget monitoring report for quarter 1 2024/2025.

15. SUBSCRIPTIONS TO OUTSIDE ORGANISATIONS

SLCC Membership

Membership was APPROVED at the full council meeting held 28 November 2023; however, the subscription was not purchased.

Members to **CONSIDER** and **APPROVE** subscription to Society of Local Council Clerks following the commencement of a new Chief Officer. Annual cost £403.00 & £20.00 joining fee.

16. PLANNING APPLICATIONS

Delegated Lists circulated to council throughout the month.

Council to **RESOLVE** that receipt of applications and if any objections are to be submitted.

17. UPDATE FROM DURHAM COUNTY COUNCILORS

Council to **RECEIVE** an update from Durham County Councilor.

18. POLITICAL BALANCE (ATTACHMENT S)

Council to **CONSIDER** the political balance as per the attached report for future meetings.

- (i) **ACCEPT** the proposed political split.
- (ii) Independents (Solo) **AGREE** which member to step down from Finance & General Purposes Committee.
- (iii) Derwentside Independents **AGREE** which member to add to the Finance & General Purposes Committee.

19. FINANCE & GENERAL PUPOSE COMMITTEE

Council to **RECEIVE** an update to the reinstatement of Finance & General-Purpose meetings from November 2024 and will take place on the 2nd Tuesday of the month. Next meeting will be Tuesday 12th November 2024 and will cover future staffing and HR decisions.

20. EVENTS UPDATE (ATTACHMENT T & U)

Council to **NOTE** the events review documents for D-Day & Armed Forces and Activity Week.

These documents will form part of the overall review by the events working group and their recommendation to Full Council on future events in due Course.

Council to **NOTE** dates of upcoming events.

Remembrance Sunday Service – Parish Services	Sunday 10 th November 2024
Remembrance Sunday Service – Beacon Lighting	Sunday 10 th November 2024 16:00pm – 16:30pm
Christmas Light Switch On – Stanley Front Street	Friday 29 th November 2024 17:00pm – 19:00pm (TBC)

21. MOBILE PHONES**(ATTACHMENT V)**

Council members are requested to **CONSIDER** the options and **DECIDE** which to action.

22. DATE, TIME, AND VENUE OF NEXT MEETING

Tuesday 22nd October 2024 at 6.30pm, Quaking Houses Village Hall, Stanley, DH9 7HQ

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.