



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

TO ALL MEMBERS of STANLEY TOWN COUNCIL

C Hampson (Town Mayor)

A Clegg (Deputy Town Mayor)

D Fall

L Ferry

C Marshall

J McMahon

J Stephenson

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, Quaking House Village Hall, DH9 7HQ on **Tuesday 22nd October 2024 6.30pm** to transact the following business:

Yours sincerely,

Margie Stewart-Piercy

Chief Officer

15th October 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. UPDATE FROM THE CHIEF OFFICER

Members to receive a verbal update from the Chief Officer.

7. COUNTY DURHAM LIBRARIES PRESENTATION

Members to receive a presentation from representative of Regeneration, Economy, and Growth – County Durham Libraries.

8. ADVICE IN COUNTY DURHAM

Members to receive an update from Sam Scotchbrook of Money Advice service. Members to **APPROVE** £37,500 funding for 2025/2026.

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 amended minutes of the Ordinary Full Council meeting held on 23rd July 2024.

(ATTACHMENT B)

To **APPROVE** as a record and sign the minutes of the Ordinary Full Council meeting held on 24th September 2024.

11. RECEIPT OF COMMITTEE MINUTES

To **RECEIVE** the minutes from the following committee and working Group meetings, returning to council.

Policy Working Group	17 th June 2024	(ATTACHMENT C)
HR Interim Committee Minutes	8 th July 2024	(ATTACHMENT D)
Allotments Committee	8 th October 2024	(ATTACHMENT E)

Members of the Allotments Committee held on 8th October 2024 at 5.30pm to **APPROVE** minutes of the meeting.

(ATTACHMENT F)

Members of Full Council to **NOTE** and **ACCEPT** the **RECOMMENDATION** made by members of the allotments committee held on 8th October 2024 at 5.30pm in regards to the proposed delivery of the service.

12. ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

Statutory Basis: Accounts & Audit (England) Regulations 2011

September 2024

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

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

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

13. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

(ATTACHMENT J)

Committee is requested to **NOTE** the Annual Governance and Accountability Return for 2023/2024.

14. BUDGET 2025/2026

Budget workshop was held on 14th October 2024 re initial discussions around balancing the budget for 2025/2026. Documents circulated to all Councillors on 11th October 2024 as well as points raised at the workshop were used to consider the 2025/2026 budget. The starting point was if the current existing budgets were rolled over and pay awards, increments and inflation added, STC would have a deficit of £74,307. The suggestions from the initial budget workshop to meet the deficit were as follows;

- Reduce EVENTS budget by £20,000
- Remove MIF budget £20,000
- Cover part reduction in LCTRS from reserves £21,000

Reducing the deficit to £13,307.

Increasing Precept by 1.5% would give us a £13,884 increase which would balance the budget. (3p per week increase on Band D).

Alternatively, increasing the Precept by 1.95% would give us a £18,049 increase leaving a contingency of £4,742. (4p per week increase on Band D).

2% would give us £15,512, leaving a contingency of £5,205. (4p per week increase on Band D).

2.5% would give us £23,139 leaving a contingency of £9,832. (5p per week increase on Band D).

- i. Members to **NOTE** the outcome of the initial budget workshop **CONSIDER** any alternative proposals and **APPROVE** any change to the Precept for 2025/2026.
- ii. Invite the Chair of Full Council to sign a hard copy of the salary's breakdown schedule as per the Financial Regulations 4.2 which states budgets for salaries must be reviewed annually and that Council are aware of the salary implications before they consider their draft budgets.
- iii. Members to **APPROVE** the following amendments to Earmarked Reserves:
 - Reduce Staffing Support Reserve from £45,157 to £8,706 using £36,451 to cover a 17-month fixed term Allotment Community Development Officer.
 - Reduce LCTRS Grant Reserve from £55,773 to £34,173 using £21,000 towards reduction in LCTRS Grant.
 - Returning the D-Day Landings reserve of £8,000 to General.

15. MEMBERS' INITIATIVE FUND

(ATTACHMENT K)

The Policy Working Group meeting held on 24th September 2024 to review MIF policy and application which has been brought up to date to meet GDPR guidelines.

Members to **APPROVE** the recommendations from the Policy Working committee regarding the revised Members Initiative Fund Policy and the application form. Members to **NOTE** any unused funds will be transferred to an Earmarked Reserve to be used the following year in any ward with unused funding.

16. UK SHARED PROSPERITY FUND (UKSPF)

STC have secured funding towards an Allotment Community Development Officer for 12 months. STC would need to fund 60% of the salary which could be funded from the Staffing Support Reserve.

Members to **APPROVE** the use of the Earmarked Reserve Staffing Support to fund an Allotment Community Development Officer fixed term for 17 months.

17. 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.

18. UPDATE FROM DURHAM COUNTY COUNCILORS

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

19. DATE, TIME, AND VENUE OF NEXT MEETING

Tuesday 26th November 2024 at 6.30pm, The Greenhouse, Greencroft Industrial Estate, Annfield Plain, Stanley, DH9 7XN.

20. 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.

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.

21. UPDATE – RESTRUCTURE

Members to receive a verbal update.

22. WARDEN SERVICE

Members to receive a verbal update.