

Minutes of the **ORDINARY** meeting of the Council held in the Council Chamber, Town Hall, Ferryhill, on **WEDNESDAY, 20th APRIL 2016** at **7.00 p.m.**

PRESENT: *Councillor:* P Crathorne (Chair)

Councillors: M Walton, K Conroy, A Rimington, J Makepeace, B Lamb, P Atkinson, K Campbell, B Gibson, G Barker, T Garrett, M Seymour, D Richardson, Z Roddam, D Allen

OFFICIALS: D.Snowball, Town Clerk

IN ATTENDANCE: S. Hewitson, Committees & Civic Administrator
D. Shingleton, Accountant

Before the meeting the Chair read out a correction to the agenda being that Item No. 14 (Exclusion of Press and Public) should have stated the Press and Public were excluded from the meeting for Agenda Item 15 and not 17.

142.15-16 **NOTICE OF MEETING**

The notice convening the meeting was taken as read.

143.15-16 **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors D Harrison & M Brown and these were approved by resolution of the Council.

144.15-16 **MEMBERS DISPENSATION**

There were no members' dispensations in relation to any item of business on the agenda.

145.15-16 **DECLARATIONS OF INTEREST**

Councillor A Rimington declared an interest in Agenda Item No.13 Correspondence No. 1 Cleves Cross Primary School.

146.15-16 **NEIGHBOURHOOD PLAN WORKING GROUP**

Mr Derek Bradley, a member of the Neighbourhood Plan Working Group gave a brief verbal presentation to members on the progress made to date on Ferryhill Neighbourhood Plan.

Mr Bradley advised Members that the group were in the process of developing a Neighbourhood Plan and this was a huge opportunity for the people of Ferryhill to create a vision for their area and to use local evidence to help them shape that vision into planning policies in a Neighbourhood Development Plan.

A Neighbourhood Plan sets out the community's views on the development and use of land. This includes setting policies on where development should go, how development is designed or, to give permission for certain types of development.

He highlighted some of the areas the Group will look at when developing the plan and also what the Neighbourhood Plan can and can't do.

The Clerk and the Chair thanked Mr Bradley and all members of the Neighbourhood Plan for the progress made to date.

147.15-16 PUBLIC PARTICIPATION

There were no public questions in relation to any item of business on the agenda.

148.15-16 MINUTES

Moved by Councillor B Lamb, **Seconded** by Councillor P Aktinson

RESOLVED

that the minutes of the meeting of Council held on Wednesday 16 March 2016, as circulated, be confirmed as a true record and signed by the Chair.

149.15-16 COMMITTEE MINUTES

Moved by Councillor B Lamb, **Seconded** by Councillor P Aktinson

RESOLVED

that the minutes of the meetings of the;

- a) Finance, Planning and General Purpose Committee held on 16th March 2016, as circulated, be approved and adopted.
- b) Property, Environment and Recreation held on 16 March 2016, as circulated, be approved and adopted.

150.15-16 MOTION ON NOTICE

In accordance with a Notice of Motion it was **Moved** by Councillor B Lamb, **Seconded** by Councillor K Campbell;

'Ferryhill Town Council request that the Chamber of Commerce provide regular update reports from their meetings to keep the Town Council and members up to date'.

Councillor Makepeace advised that he does not represent the Council at the Chamber of Commerce meeting and he did not feel it appropriate to report back to Council.

A named vote was requested on the motion:

FOR	AGAINST	ABSTAIN	NOT PRESENT
K Conroy	D Allen		D Harrison
M Walton	J Makepeace		M Brown
Z Roddam	M Seymour		
K Campbell	T Garrett		
P Atkinson	B Gibson		
P Crathorne	G Barker		
B Lamb	D Richardson		
A Rimington			

Upon a vote being taken the motion was approved:

For	8
Against	7
Abstentions	0
Absent	2

RESOLVED

that the motion be approved.

151.15-16 MEMBERS REPORTS

Councillor P Atkinson gave a brief verbal report on the P.A.C.T meeting he attended on the 6th April 2016 as a representative of Ferryhill Town Council:

As well as Police Officers and a representative from Durham County Councils Selective Licensing approximately 20 residents attended the meeting.

A number of concerns were raised by residents including, parking issues and speeding in various areas of Ferryhill, litter, theft and antisocial behaviour.

The priority for this month will be the speeding and parking issues outside Ferryhill Business & Enterprise College.

Councillor Atkinson stated that the PACT meetings are really good, members thanked Councillor Atkinson for his report.

RESOLVED

that this be received.

152.15-16 APPROVAL OF ANNUAL GOVERNANCE STATEMENT

Members considered the report previously circulated.

Moved by Councillor B Lamb, **Seconded** by Councillor K Conroy

RESOLVED:

that Members approve the annual governance statement in relation to the year ended 31 March 2016.

153.15-16 CITIZENS ADVICE COUNTY DURHAM – FUNDING REQUEST

Members considered the report previously circulated. The Clerk advised the meeting that a letter had been received from Citizens Advice County Durham for an update on when the funding for 2016/17 was due to be received.

The clerk advised the meeting that no contact had previously been made requesting the funding and that discussion had been held with a contact from the organisation and that he had been advised that the Citizens Advice Service may be withdrawn if funding was not provided. It had been verbally agreed to continue the service until the funding request had been considered by council.

Members agreed that they would continue the support for the financial year 2016/17 and requested that the clerk is to again reiterate the requirement to submit any funding bid prior to the budget setting process being finalised and agreed.

Moved by Councillor B Gibson, **Seconded** by Councillor T Garrett

Members agreed unanimously.

RESOLVED

that a donation of £3,000 be made to Citizens Advice County Durham and the Clerk advise them that future requests for funding must be received before November when the budgets are set.

154.15-16 POLICY REVIEW

Members discussed the polices and Councillor B. Gibson queried the Disciplinary Procedure asking if a complaint was to be made about a Senior Officer who would deal with this. The Clerk advised Council that a HR officer, via the service level agreement with Durham County Council, would lead on this.

Councillor Makepeace queried discussions on the requirement for staff to be requested to provide details of any illness that may affect their ability to drive. The Clerk advised he would look into this.

Moved by Councillor P Atkinson, **Seconded** by K Conroy

Members agreed unanimously.

RESOLVED:

that the policies contained in the report be adopted.

155.15-16 RELEVANT CORRESPONDENCE

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| 1. | Year 6 Cleves Cross Primary School | Request to use some flower beds/planters for vegetable growing |
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RESOLVED

that this be approved and the Clerk and Works Manager liaise with the School to identify a suitable location for the beds for vegetable growing.

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| 2. | Durham County Council | 31-32 Market Street Asset of Community Value decision |
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RESOLVED

that this be received.

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| 3. | Durham County Council | Policy review for Discretionary Rate Relief |
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RESOLVED

that this be received.

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| 4. | Gawin I Holmes | Broom Allotment site rent Increase |
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Members were advised that the ground rent for the Broom Allotment Site will increase from £1,000 to £1,500 from November 2016. The Clerk to check if the Allotment Association pays the rent increase or if it is budgeted for.

RESOLVED that this be received, the Clerk to check with the Accounts Department.

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| 5. | Durham County Council | Withdrawal of the County Durham Plan |
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RESOLVED that this be received.

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| 6. | Allotment Takeover Plot 68, Storehouse | Mr Wayne Finch
1 Brancepeth Road |
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RESOLVED that this approved.

156.15-16 EXCLUSION OF PRESS AND PUBLIC

In accordance with the provision of Section 1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972, the Council do now exclude the public and press for ITEM 15 only of the Agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to public interest.

157.15-16 RELEVANT CORRESPONDENCE

1. Legal correspondence

Members were made aware that this matter was highly confidential. The Clerk informed members of a highly sensitive matter that has been passed on to the council's insurers who are now dealing with the issue.

RESOLVED

that this information be received and members agreed that all details would remain confidential.

There being no further business the meeting was closed at 7.50pm.

CERTIFIED AS A TRUE RECORD

CHAIR.....

DATE.....