

## FERRYHILL TOWN COUNCIL

Minutes of the **ORDINARY COUNCIL MEETING** of the Council held in the Council Chamber, Town Hall, Ferryhill, on **WEDNESDAY, 17<sup>th</sup> APRIL 2019** at **7.00 p.m.**

**PRESENT:**            **Councillor:** D Farry (Chair)

**Councillors:**       C Atkinson, P Atkinson, G Barker, J Cansella, K Conroy, K Graham, N Jones, J Lindsay, J Makepeace, Z Roddam, L Smith, R Smith, M Seymour, M Walton, C Woods

**Officials:**           D. Shingleton, Acting Town Clerk  
K. Younghusband, Events & Projects Officer  
S. Hewitson, Committees & Civic Administrator

**203.18-19**    **APOLOGIES FOR ABSENCE**

No apologies were received, however, Councillor K Campbell was not in attendance.

**204.18-19**    **MEMBERS DISPENSATION**

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

**205.18-19**    **DECLARATIONS OF INTEREST**

There were no declarations of interest.

**206.18-19**    **PUBLIC PARTICIPATION**

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

**207.18-19**    **MINUTES**

a) Ordinary meeting of the Council held on 20<sup>th</sup> March 2019

Councillor J Cansella proposed that the following amendments be made to the minutes:

***Minute No. 188.18-19 – Page 3 – Line 4***

*Correction: Councillor Jones queried if there was an update on the new process for procurement/revised list of contractors, as nothing has changed since the Council resolution made in July 2018. The Town Clerk stated that Mr Shingleton was dealing with this. Mr Shingleton had already left the meeting.*

*Correction: Councillor Cansella proposed that no further works costing more than £250 are carried out until the new procurement process is put in place, unless of an emergency nature which can be explained. Seconded by Councillor R Smith and agreed.*

***Minute 189.18-19 – Illuminating the Town Hall Clock***

*Correction: Proposed by Councillor C Atkinson that the illuminating of the Town Hall clock be delayed until the other works on the priority list are completed first. Seconded by Councillor K Campbell.*

**Minute 193.18-19 – Civic Regalia**

*Insert: Following an agreed visit by Councillors J Cansella and J Makepeace to Gregory Stephens, the goldsmith, at Brancepeth Castle, Councillor Cansella provided Council with a breakdown of the composition of each of the Mayor chains as provided by Gregory Stephens:*

- The Town Mayor’s Chain of Office – non-authenticated gold plate on silver*
- The Town Mayor’s Consort’s Chain – non-authenticated gold plate on silver*
- The Deputy Mayor’s Chain – gold paint on tin*
- The Deputy Mayor’s Consorts Insignia – (Circa 2002/2005) Cold lacquer i.e. coloured araldite on silver*

*Correction: Proposed by Councillor J Cansella, that Councillors J Cansella and J Makepeace return to Gregory Stephens, at Brancepeth Castle, to get a cost for refurbishing the chains, as previously agreed by Council, together with an independent valuation of each piece for insurance purposed at a cost not exceeding £200. The valuations and the cost of refurbishing the chains be brought back to Council at the April meeting, with savings on insurance (if any) to be reported by the appropriate officer. Seconded by Councillor K Graham*

**Minute 194.18-19**

*Correction: Councillor K Graham asked that Councillor J Cansella be commended for producing the detailed resolutions action log.*

Members agreed to the amendments and agreed them as a true and accurate record subject to the amendments had being made.

**RESOLVED**

That the minutes of the meeting held on 20<sup>th</sup> March 2019 be agreed as a true and accurate record subject to the above amendments.

**208.18-19 STATEMENT OF ACCOUNTS & INCOME**

Members considered the monthly statement of accounts and income.

**RESOLVED**

That the Statement of Accounts & Income be accepted.

**209.18-19**    **MOTIONS ON NOTICE**

- a)     **Proposed by**, Councillor J Makepeace, **Seconded by** Councillor R Smith  
“That council contact the owners of this site with a view to developing the land on a semi permanent basis by the landscaping and wildflower planting of the area.  
To suggest other agencies that may wish to get involved either financially or in material terms, and to seek grant assistance from Wild life trust and other environmentally interested organisations via our grant officer.  
To ensure Network rail is confident in the integrity of their fencing, and to invite their active involvement maximising publicity for all participants participation.  
The development of the area into a public “park” will in no way be suggestive or imply restriction on the future housing development of the land by the owners.  
The motion seeks to create a partnership approach for the benefit of the residents of Ferryhill Station primarily, but the general populace in general.”

Members agreed this is a brilliant project and improvement is needed in this area and officers should write to the relevant people. The Acting Town Clerk suggested he meets with Councillor J Makepeace to agree what letters are needed and a time frame.

**RESOLVED**

Mr Derek Shingleton meet with Councillor J Makepeace to agree what letters are needed and a time frame.

- b)     **Moved by** Councillor D Farry, **Seconded by** Councillor J Makepeace  
“That this Council agrees to re-engage with all local businesses within the Ferryhill parish and invite them all to a meeting of the Chamber of Trade. This to take place no later than the last Friday of April. The first meeting to be chaired by the Mayor with support from 2 other members of Ferryhill Town Council, these members to be nominated and agreed with this motion.

Councillor D Farry proposed 2 amendments to this motion namely that the name be changed to ‘Chamber of Commerce’ and the meeting to be held no later than the last Friday of May.

Councillor K Conroy stated that she agrees with the motion but this has been tried 3 times previously and not worked, she asked if we would be doing something new.

Councillor J Makepeace advised that the previous attempts failed due to lack of support from Officers.

All Members agreed to the motion.

Councillor P Atkinson asked if the nominated members could be 1 Labour and 1 Independent.

It was proposed by Councillor P Atkinson to nominate Councillor C Atkinson,

seconded by Councillor C Woods.

Proposed by Councillor D Farry to nominate Councillor J Cansella and J Makepeace.

Members voted on Councillor P Atkinson's proposal

|         |   |
|---------|---|
| For     | 7 |
| Against | 8 |

This was defeated.

The three members would be the Mayor and Councillors J Cansella, J Makepeace.

**RESOLVED**

That the Council re-engage with all local businesses within the Ferryhill parish and invite them all to a meeting of the Chamber of Commerce. This to take place no later than the last Friday of May. The first meeting to be chaired by Councillor D Farry with support from Councillors J Makepeace and J Cansella.

- c) **Moved by** Councillor D Farry, **Seconded by** Councillor J Makepeace  
That Ferryhill Town Council writes to DCC highways department and arrange a meeting with its relevant officers to explore remedies to the now unacceptable level of parking on our public highways within the Parish of Ferryhill, and to explore what options are available to reduce the high level of speeding vehicles within our Town.

Members agreed that this was a problem and that officers should write to Durham County Council.

**RESOLVED**

A letter be sent to Durham County Council.

**210.18-19 ILLUMINATION OF TOWN HALL CLOCK**

Members considered the report previously circulated by the Works Manager.

Councillor J Makepeace said it was great it was only going to cost £224 however, he was disappointed that this was from a firm in Warrington and he would much rather defer this and get local quotes, he had been speaking to a local electrician and asked him to liaise with the Works Manager.

Councillor J Cansella expressed her concern that not enough detail had been provided.

Derek advised members that he would obtain 3 quotes with more detail and come back to the next Council meeting or if Members were happy he would arrange for the work to be done and that the work will be done by the next meeting.

Members agreed.

**RESOLVED**

That that 3 quotes be obtained with detail and the Acting Town Clerk arrange for the work to be done before the next Council meeting on 15<sup>th</sup> May 2019.

**211.18-19 CIVIC REGALIA**

Councillor J Makepeace reported that he had taken the chains to Stephen Gregory last week and the 2 Consorts chains had been returned not needing any work.

Stephen Gregory has quoted £520 to clean and refurbish the Mayors chain and clean the Deputy Mayors chain.

Concerns were raised by Councillor J Cansella that the Deputy Mayors chain is actually made of tin and this is not supposed to be worn on skin, Councillor J Makepeace proposed that the chain be placed on a velvet backing to prevent contact with skin.

The Company had advised that the chains should be stored in a box rather than the purse they were currently kept in, Councillors C Woods & K Conroy confirmed that the chains were always kept in a box and only put in the purse when needed for official duties. It was confirmed that there is a box for the Mayors chain.

Councillor K Graham expressed concern that the chains had been valued so high for Insurance purposes.

**Moved by** Councillor J Makepeace, **Seconded by** Councillor L Smith to have the work carried out.

**RESOLVED**

That the cleaning work be carried out to the chains at a cost of £520 and once this is complete a valuation be obtained.

**212.18-19 INFORMATION BOOKLET**

Members considered the report by the Events & Projects Officer previously circulated.

Karen advised members that in the past a Town Guide has been published, however this was now out of date and quite often visitors to Ferryhill ask if there are any booklets with local information in. Karen also advised that the previous Town Guides have been published by a company and that at present Council staff don't have the time to publish such a booklet.

Members were informed that a local lady had collated a lot of information for the booklet, Councillor D Farry asked that a letter of thanks be sent to Mrs Val Watson for her input.

Councillor C Atkinson offered her time to collate information, Councillor D Farry thanked Councillor Atkinson for her generous offer but advised this would not be necessary as the Chamber of Commerce will do any necessary work required.

Members agreed that the Council should publish an A5 guide annually.

**Moved by** Councillor K Conroy, **Seconded by** Councillor J Makepeace to obtain 3 quotes for 1500 A5 booklets and the cost be covered from reserves.

**RESOLVED**

That a letter of thanks be sent to Mrs Val Watson for her input

And;

An A5 guide be produced annually, 3 quotes be obtained for 1500 A5 booklets and the cost of this be covered out of reserves.

**213.18-19** **ANNUAL GOVERNANCE STATEMENT**

Members considered the report and annual governance statement in relation to the year ended 31<sup>st</sup> March 2019 from the Acting Town Clerk previously circulated.

**Moved by** Councillor J Cansella, **Seconded by** Councillor K Conroy to accept the recommendations of the report.

**RESOLVED**

That Members accept the annual governance statement in relation to the year ended 31<sup>st</sup> March 2019.

**214.18-19** **POLICY REVIEW**

Members considered a report from the Acting Town Clerk which was previously circulated:

- Anti-Fraud and Corruption
- Whistleblowing
- Treasury Management
- Honorarium and Acting-Up
- Awards and Gifts

Councillor K Conroy informed the meeting she had a few queries with the Anti-Fraud and Corruption policy but she had already arranged to meet with Mr Shingleton.

Councillor J Cansella thanked Mr Shingleton for his report and moved that the policies be accepted. **Seconded by** Councillor R Smith

Members agreed.

**RESOLVED**

That the five policies be agreed.

**215.18-19** **MONTHLY ACTION REPORT SHEET**

Members considered the report sheet previously circulated.

A number of issues were raised including:

### **Items of Correspondence**

It was previously agreed that any correspondence be left in the Chamber for members to view.

### **Reports from Outside Bodies**

Members were advised that the verbal reports had been scrapped and written reports from Members would be added to correspondence with any reports being available in the Chamber for Members to view.

### **Town Hall Security Measures**

Councillor J Makepeace queried the location of the CCTV monitor which is currently in the Town Clerks office – Members agreed the monitor should be moved to the front office.

### **Kingdom Services**

Councillor J Makepeace asked for an update on Kingdom Services, this matter was referred to the Strategic Development Committee, Mr D Shingleton advised he would look into this.

### **New webpage**

Councillor K Conroy asked for an update – Mr D Shingleton advised that the Website Company are in the process of using the current website to copy over to the new site, once this was done a demonstration to members would be arranged and training for staff.

### **Boar Stone**

Councillor J Makepeace exclaimed it was intolerable that things were taking so long, 18 months later and no progress has been made on this project.

Mrs K Younghusband informed Members that there is no external funding available for such a project.

Mr D Shingleton agreed to check up the decision that that was made on this item, if it has been approved he will obtain official tenders for the work and this be brought back to Council but not necessarily to the May Council meeting.

### **Defibrillator**

Members queried the progress of the installation of the defibrillator. Karen advised the meeting that the WMC are currently having electrical works done, once this is complete the defibrillator will be installed, should be within the week.

### **'No Dogs Allowed Sign' Station school field**

An update was requested on the installation of the sign at the school field. Mr D Shingleton advised the meeting that he would contact the school for an update on the field.

### **Allotment Agreements**

Councillor J Cansella queried if all agreements were now signed, the Acting Town Clerk advised that there is only the Bertha Street contract outstanding.

### **Dog Walking area, Dean Bank**

Councillor J Makepeace queried the upgrading of the dog walking area and couldn't recall that this had been approved. Mrs K Younghusband informed Members that this was part of the feasibility study which was agreed in January.

### **Issue with Wheelie bins**

Councillor J Makepeace advised he had sent an email to Mr O Sherratt of DCC and was awaiting a response.

**Cash Balance – East End Allotments**

Councillor J Makepeace asked if the balance had been transferred to the Council. The Acting Town Clerk advised he would raise this at the next allotment meeting.

Mr D Shingleton queried if the completed jobs should now be removed or moved to a completed section.

**RESOLVED**

That this be received and the Acting Town Clerk look into the issues raised above.

**216.18-19 EXCLUSION OF PRESS AND PUBLIC**

Members agreed to move the following motion:

“That 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 the remaining items on the Agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to public interest.”

There being no further business the meeting was closed at 8.15pm.

**CERTIFIED AS A TRUE RECORD**

**CHAIR**.....

**DATE**.....