

FERRYHILL TOWN COUNCIL

Minutes of the **ORDINARY COUNCIL MEETING** of the Council held in the Council Chamber, Town Hall, Ferryhill, on **WEDNESDAY, 15th MAY 2019** at **7.00 p.m.**

PRESENT: **Councillor:** J Makepeace (Chair)

Councillors: C Atkinson, P Atkinson, G Barker, K Campbell, J Cansella,
K Conroy, D. Farry, K Graham, N Jones, J Lindsay, Z Roddam,
L Smith, R Smith, M Walton, C Woods

Officials: K. Younghusband, Events & Projects Officer
S. Hewitson, Committees & Civic Administrator

Before the meeting commenced Councillor D Farry thanked all members of staff for working extremely well under the circumstances, he advised members that the events were going well and as Mayor he had raised over £1600 for each of his charities.

01.19-20 APPOINTMENT OF MAYOR FOR THE MUNICIPAL YEAR 2019/2020

Two nominations were received for the position of Mayor for the municipal year 2019/20:

Moved by Councillor N Jones, **Seconded by** Councillor J Cansella to nominate Councillor J Makepeace.

Moved by Councillor K Conroy, **Seconded by** Councillor M Walton to nominate Councillor P Atkinson.

Members voted on the nomination of Councillor J Makepeace:

For	8
Against	8

As the vote was tied the current Mayor, Councillor D Farry used his casting vote in favour of Councillor J Makepeace.

RESOLVED

That Councillor J Makepeace be appointed as Mayor for the Municipal year 2019/20.

02.19-20 DECLARATION OF ACCEPTANCE OF OFFICE

Councillor J Makepeace signed the Declaration of Acceptance of Office, witnessed by Councillor K Graham and Councillor L Smith.

RESOLVED

That this be accepted.

03.19-20 VOTE OF THANKS TO RETIRING MAYOR AND PRESENTATION OF MAYORAL CHAIN

The outgoing Mayor, Councillor D Farry presented the chain to the new Mayor, Councillor J Makepeace, Councillor Makepeace accepted the chain and gave a brief speech.

RESOLVED

That this be received.

04.19-20 **APPOINTMENT OF DEPUTY MAYOR FOR THE MUNICIPAL YEAR 2019/2020**

Two nominations were received for the position of Deputy Mayor for the municipal year 2019/20:

Moved by Councillor K Conroy, **Seconded by** Councillor C Woods to nominate Councillor P Atkinson.

Moved by Councillor D Farry, **Seconded by** Councillor N Jones to nominate Councillor J Cansella.

Members voted on the nomination of Councillor P Atkinson:

For	8
Against	8

As the vote was tied the Mayor, Councillor J Makpeace used his casting vote in favour of Councillor J Cansella.

RESOLVED

That Councillor J Cansella be appointed as Deputy Mayor for 2019/20.

05.19-20 **APOLOGIES FOR ABSENCE**
Apologies were received from Councillor M Seymour.

06.19-20 **MEMBERS DISPENSATION**
There were no members' dispensations in relation to any item of business on the agenda.

07.19-20 **DECLARATIONS OF INTEREST**
There were no declarations of interest.

08.19-20 **PUBLIC PARTICIPATION**
There were no public questions in relation to any item of business on the agenda.

09.19-20 **MINUTES**

a) Ordinary meeting of the Council held on 17th April 2019.

RESOLVED

That the minutes of the meeting held on 17th April 2019 be agreed as a true and accurate record.

10.19-20 **COMMITTEE MINUTES**

Members discussed the Minutes of the following Committees:

- a) Policy and Resources – 6 March 2019
- b) Community Services – 6 February 2019
- c) Corporate Governance – 12 February 2019
- d) Corporate Governance – 6 March 2019

RESOLVED

That the minutes be received.

11.19-20 **REVIEW OF COMMITTEE STRUCTURE**

Members considered the report from the Acting Town Clerk.

Councillor K Conroy raised concerns that it was agreed in May and confirmed in October that the Corporate Governance Committee should be a Sub-Committee and the Appeals Sub Committee should be a panel. Councillor J Makepeace suggested that this could be clarified with the Acting Town Clerk upon his return.

Moved by Councillor R Smith, **Seconded by** Councillor L Smith that the Committee Structure worked well and the structure should be retained.

RESOLVED

That the current structure be retained.

12.19-20 **APPOINTMENT OF MEMBERS TO COMMITTEES**

Before the appointments were made Councillor K Conroy informed the meeting that it was previously agreed that any member on a sub committee should also be on the Parent Committee.

Councillor J Cansella advised members that this hadn't been previously agreed. Councillor D Farry stated that there is no need for members to also be on the Parent Committee. Mrs Younghusband confirmed that there is no legal reason why a member would need to be on the Parent Committee and asked if members could appoint to the committees and that any issues be re-visited at a the next Council meeting in June.

The following appointments were therefore made to the Committees, Sub Committees, Working Groups and Panels:

COMMITTEES

POLICY & RESOURCES COMMITTEE	COMMUNITY SERVICES COMMITTEE	CORPORATE GOVERNANCE COMMITTEE
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POLICY & RESOURCES COMMITTEE	COMMUNITY SERVICES COMMITTEE	CORPORATE GOVERNANCE COMMITTEE
C. Atkinson	G. Barker	P. Atkinson
P. Atkinson	K. Campbell	J. Cansella
J. Cansella	K. Conroy	D. Farry
D. Farry	D. Farry	K. Graham
N. Jones	K. Graham	N. Jones
J. Makepeace	N. Jones	Z. Roddam
Z. Roddam	J. Lindsay	
L. Smith	J. Makepeace	
R. Smith	M. Seymour	
M. Walton	C. Woods	

SUB COMMITTEES & PANEL

PERSONNEL SUB-COMMITTEE	ASSET MANAGEMENT SUB-COMMITTEE	EVENTS & COMMUNITY ENGAGEMENT SUB-COMMITTEE	PLANNING SUB-COMMITTEE
C. Atkinson	J. Cansella	J. Cansella	J. Cansella
P. Atkinson	D. Farry	K. Conroy	K. Conroy
J. Cansella	N. Jones	D. Farry	D. Farry
D. Farry	J. Makepeace	K. Graham	N. Jones
N. Jones	Z. Roddam	N. Jones	J. Makepeace
M. Seymour	M. Walton	C. Woods	C. Woods

ALLOTMENTS SUB-COMMITTEE	APPEALS SUB-COMMITTEE	COMPLAINTS PANEL
K. Conroy	G. Barker	C. Atkinson
D. Farry	K. Conroy	P. Atkinson
N. Jones	K. Graham	J. Cansella
J. Lindsay	J. Makepeace	D. Farry
L. Smith	L. Smith	N. Jones
R. Smith	M. Walton	R. Smith

WORKING GROUPS

BUDGET REVIEW WORKING GROUP	DEAN BANK REGENERATION PROGRAMME STRATEGIC DEVELOPMENT WORKING GROUP	NEIGHBOURHOOD PLAN WORKING GROUP	DEAN BANK PARK REGENERATION WORKING GROUP
P. Atkinson	P. Atkinson	J. Cansella	C. Atkinson
J. Cansella	J. Cansella	D. Farry	G. Barker
D. Farry	D. Farry	N. Jones	D. Farry
K. Graham	K. Graham	J. Makepeace	J. Makepeace
R. Smith	J. Makepeace	K. Younghusband	Z. Roddam
M. Walton	K. Younghusband		M. Seymour
			K. Younghusband

RESOLVED

That the listed Councillors be appointed to the Committees, Sub Committees, Working Groups and Panels for the Municipal year 2019/20.

13.19-20 APPOINTMENT OF MEMBERS TO OUTSIDE BODIES

Members were asked to nominate members to represent the Town Council on the outside bodies for 2019/20.

Moved by Councillor D Farry, **Seconded by** Councillor J Cansella that the list of representatives for outside bodies remain the same as last year with the removal of the 2000 Committee following a request from that Committee and the addition of the Chamber of Commerce, representatives for this Committee were agreed last month, see below:

Details	ORGANISATION	NUMBER OF REPRESENTATIVES	REPRESENTATIVES 2019/2020
Annual Daytime	County Durham Association Local Councils (CDALC)	Town Clerk plus two Members	D. Snowball J. Makepeace N. Jones
Quarterly 10.00am	Larger Local Councils Forum	Town Clerk plus two Members	D. Snowball J. Makepeace N. Jones
	Dean Bank Residents Association	One Member	G. Barker
Annual 2.00pm	Mainsforth Bowls, Cricket Club and Football Liaison	One Member	D. Farry
Annual Daytime	National Association of Councillors (NAC)	One Member	J. Cansella
Monthly 6.00pm	PACT	Two Members	G. Barker
Quarterly 2.00pm	Lafarge	Three Members	G. Barker N. Jones D. Farry
	Chamber of Commerce	Three Members	J. Cansella D. Farry J. Makepeace

Councillor K Conroy moved the following nominations:

CDALC	Councillor C Atkinson
NALC	Councillor C Atkinson
Dean Bank Residents	Councillor P Atkinson
Bowls, Cricket & Football	Councillor M Walton
PACT	Councillor P Atkinson
Lafarge	Councillors J Lindsay & Z Roddam

FOR	AGAINST	ABSTAIN	ABSENT
C. Atkinson	G. Barker		M. Seymour
P. Atkinson	J. Cansella		
K. Campbell	D. Farry		

FOR	AGAINST	ABSTAIN	ABSENT
K. Conroy	K. Graham		
J. Lindsay	N. Jones		
Z. Roddam	J. Makepeace		
M. Walton	L. Smith		
C. Woods	R. Smith		
8	8	0	1

As the vote was tied, the Chair used his casting vote against the proposal, therefore the list of outside bodies to remain the same as last year.

RESOLVED

That the above members be appointed as representatives to the outside bodies for the Municipal Year 2019/2020.

14.19-20

ANNUAL CONSTITUTION REVIEW

Members considered the report previously circulated from the Acting Town Clerk relating to the Constitution, Standing Orders-Proceedings and Business, Standing Orders–Contracts and Procurement, Financial Regulations and Terms of Reference.

Members agreed to discuss each one separately.

a) Constitution

Moved by Councillor D Farry, **Seconded by** Councillor R Smith, to accept the constitution. All members agreed.

b) Standing Orders – Proceedings & Business

Moved by Councillor J Makepeace, **Seconded by** Councillor R Smith, to accept Standing Orders – Proceedings & Business subject to review.

Councillor K Conroy couldn't agree to the Standing Orders as No. 26 had been removed.

A named vote was requested.

FOR	AGAINST	ABSTAIN	ABSENT
G. Barker	C. Atkinson		M. Seymour
J. Cansella	P. Atkinson		
D. Farry	K. Campbell		
K. Graham	K. Conroy		
N. Jones	J. Lindsay		
J. Makepeace	Z. Roddam		
L. Smith	M. Walton		
R. Smith	C. Woods		
8	8	0	1

As the vote was tied the Chair used his casting vote in favour of the proposal

to accept the standing orders.

- c) Standing Orders – Contracts & Procurement

Moved by Councillor D Farry, **Seconded by** Councillor J Cansella to accept subject to review. All Members agreed.

- d) Financial Regulations

Moved by Councillor R Smith, **Seconded by** Councillor D Farry to accept subject to review. All members agreed.

- e) Terms of Reference

Councillor K Conroy stated that No. 18 was missing from the Personnel Sub Committee Terms of Reference.

Moved by Councillor D Farry to accept the Terms of Reference subject to review. All Members agreed.

RESOLVED

That the following be accepted subject to review:

- a) Constitution
- b) Standing Orders – Proceedings & Business
- c) Standing Orders – Contracts & Procurement
- d) Financial Regulations
- e) Terms of Reference

15.19-20 COUNCIL MEETING SCHEDULE (2019/20)

Members considered the dates of Town Council Meetings for the Municipal Year 2019/2020.

RESOLVED

That the Council meeting schedule for 2019/20 be approved.

16.19-20 MEMBERS' ATTENDANCES

Moved by Councillor K Conroy **Seconded by** Councillor R Smith, to receive the details of members' attendances for the Municipal Year 2018/2019.

Councillor Farry commented that the figures show a level of commitment by Councillors to progress the Council.

RESOLVED

That the Members Allowances Information is published in accordance with the Local Authority (Members Allowances) Regulations 2004.

17.19-20 DISCLOSURE OF MEMBERS' EXPENSES 2018/2019

Members considered the attached report for information only of allowances paid to members during 2018/2019.

Councillor D Farry informed the meeting that it was agreed 12 months ago that the Clerks expenses should be included in this report, however, it was missing.

Councillor P Atkinson said it was unfair to single the Clerk out and therefore all staff expenses should be included.

Moved by Councillor J Cansella, **Seconded by** Councillor R Smith to add the Clerks expenses to the report.

Councillor J Lindsay asked that this report should therefore remain confidential if it contains information regarding an employee. Councillor D Farry advised that this as not personal data and therefore did not need to be confidential.

A named vote was requested

FOR	AGAINST	ABSTAIN	ABSENT
G. Barker	C. Atkinson		M. Seymour
J. Cansella	P. Atkinson		
D. Farry	K. Campbell		
K. Graham	K. Conroy		
N. Jones	J. Lindsay		
J. Makepeace	Z. Roddam		
L. Smith	M. Walton		
R. Smith	C. Woods		
8	8	0	1

As the vote was tied the Mayor used his casting vote in favour of this proposal.

RESOLVED

That the report be received and in future the Clerks expenses be added to the report.

18.19-20

DIRECT DEBIT, DEBIT CARD AND BACS RENEWAL APPROVAL

Members considered the report previously circulated from the Finance & Administration Manager.

RESOLVED

That;

- i) Members approve the continuation of the direct debits, standing orders and the salaries BACS payment currently set up from the Council's bank accounts.
- ii) That Members approve the continued use of the Councils debit cards as specified.

19.19-20

STATEMENT OF ACCOUNTS AND INCOME

To approve the monthly statement of accounts and income

Councillor J Makepeace queried the repairs to the memorial wall at a cost of £1,750, he asked what caused the damage and if it is covered by insurance. Mrs Younghusband advised that she would look into this.

RESOLVED

That the Statement of Accounts and Income be approved.

There being no further business the meeting was closed at 7.55pm.

CERTIFIED AS A TRUE RECORD

CHAIR.....

DATE.....