

FERRYHILL TOWN COUNCIL

Minutes of the **ORDINARY COUNCIL MEETING** of the Council held in the Council Chamber, Town Hall, Ferryhill, on **WEDNESDAY, 18th SEPTEMBER 2019** at **7.00 p.m.**

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

Councillors: G Barker, J Cansella, K Conroy, D Farry, K Graham,
N Jones, J Lindsay, Z Roddam, M Seymour, L Smith, R Smith,
C Woods

Officials: D. Shingleton, Acting Town Clerk
S. Hewitson, Committees & Civic Administrator

It was noted that Councillor Graham had an amendment to make to agenda item 9b) this will be brought up under item 9. The Acting Town Clerk also advised members that an emergency item had been brought to the meeting and this would be discussed later in the meeting.

60.19-20 APOLOGIES FOR ABSENCE

Apologies were received from Councillors C Atkinson, P Atkinson and M Walton. Councillor K Campbell was absent but no apologies were received.

Members considered a report from the Acting Town Clerk regarding Apologies which was previously circulated.

RESOLVED

That the following be applied to all Council, Committee, Sub-Committee and Working Group meetings:

- a) Any Councillor unable to attend a meeting must themselves, wherever possible, contact the Town Clerk or the Committees and Civic Administrator (Sarah Hewitson) prior to the meeting to report their intended absence and provide a reason for the absence;
- b) The list of absences, with reasons, will be read to the meeting under the appropriate item on the agenda;
- c) The meeting will agree to approve the absence where the reason is valid;
- d) Where the reason is not considered to be valid, the minutes will record the decision not to approve the absence;
- e) The reasons for absence will not be recorded in the minutes.

61.19-20 MEMBERS DISPENSATION

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

62.19-20 DECLARATIONS OF INTEREST

Councillor C Woods declared an interest in agenda item 9a.

63.19-20 PUBLIC PARTICIPATION

Mr G Atkinson requested to speak in relation to agenda items 14 and 16.

Councillor K Conroy advised Members that item 16 was under the confidential part of the meeting. Mr Shingleton confirmed that members of the public will be excluded for that item.

64.19-20 **MINUTES**

- a) To confirm as a correct record the minutes of the Extra-ordinary Council meeting held on 28th August 2019

Moved by Councillor R Smith, **Seconded by** Councillor D Farry to agree the minutes as a true and accurate record.

RESOLVED

That the minutes of the meeting held on 28th August 2019 be agreed as a true and accurate record.

- b) Minutes of Meetings – Confidential Items
Members considered the report from the Acting Town Clerk, previously circulated.

Moved by Councillor D Farry, **Seconded by** Councillor J Cansella to accept the recommendations of the report.

RESOLVED

That:

- a) The number of agenda items considered in private be kept to a minimum, and are restricted to the types of business identified in paragraph 2 above;
b) The public minutes of Council meetings include decisions made under the private part of an agenda but without reference to information that may be confidential, personal or sensitive;
c) More detailed reports of the discussions held in private may be kept to support the decision made.

65.19-20 **COMMITTEE MINUTES**

To receive the minutes of the following Committee:

- a) Policy & Resources Committee – 3rd July 2019

Moved by Councillor D Farry, **Seconded by** Councillor R Smith to receive the minutes.

RESOLVED

That the minutes be received.

66.19-20 **PRESENTATIONS**

- a) Cancer Awareness by Andrea Mackrell

Mrs Mackrell gave a brief presentation about Cancer Awareness, provided members with figures of and highlighted the importance of Cancer screening. It is hoped Ferryhill Town Council can help promote Cancer

Awareness to encourage local people to undertake cancer screening to help prevent the disease.

Councillor J Makepeace offered to promote the service on the Council website once it is up and running.

Councillor J Lindsay asked that Council consider to look to support and organise events where other groups such as Cancer Awareness are invited.

RESOLVED

An event be considered by the Events Committee to invite local groups to Network and the service be promoted on the Council website.

Mrs Mackrell was thanked for her presentation whereupon she left the meeting.

- b) Jennifer Clement presented her proposal to help improve the Environment, members had previously been provided with a written copy of the proposal.

Mrs Clement advised Members how she had started the walkabout around Dean Bank because of the decline of the area due to fly tipping and the disrepair of the Town but this is not enough.

Mr Brown of Neighbourhood Wardens has been contacted by Mrs Clement and she advised the meeting that some other local authorities have employed Neighbourhood wardens and that is her proposal, that Ferryhill Town Council employ a Neighbourhood Warden, someone specific for Ferryhill to stop the decline of the Town.

Mr Shingleton suggested that it would be appropriate to provide a report with the advantages and disadvantages of such a proposal and this should be considered for inclusion in next years budget.

Councillor J Cansella asked that the community be encouraged to report fly tipping and any other issues and this be advertised on the Councils website.

Moved by Councillor D Farry to look into this proposal and a report be brought back to Council, **Seconded by** Councillor K Conroy.

Councillor J Cansella asked Mrs Clement if she would come along to another meeting when this matter will be discussed. Mrs Clement agreed and was thanked for her presentation.

RESOLVED

That Mr Shingleton provide a report on the advantages and disadvantages of providing a warden specific to Ferryhill and the Council encourage the community to report fly tipping and other issues via the Council website.

67.19-20

STATEMENT OF ACCOUNTS AND INCOME

Members considered the monthly Statement of Accounts & Income.

Councillor J Cansella queried the process if 3 quotes are required, are these being opened by the Chair and the Works Manager?

Mr Shingleton advised that only quotes above £50,000 are opened in the presence of an authorised officer.

Councillor Z Roddam queried 2a) of the report attached to the statement of accounts, market stalls weren't part of the equipment returned to the 2000 Committee.

Moved by Councillor J Makepeace, **Seconded by** Councillor R Smith to accept the Statement of Accounts & Income.

RESOLVED

That the Statement of Accounts & Income be accepted.

68.19-20

MOTIONS ON NOTICE

- a) i) As custodians of the Mainsforth and Dean & Chapter Colliery banners, and bearing in mind the heritage of Ferryhill, the Town Council agrees to engage directly with Ferryhill Town Band and to book their services to play and accompany the banner, when paraded, ensuring this covers the annual Durham Miners Gala.
- ii) That the cost of transport for the Town Band and the banner(s) plus the provision of at least one additional bus, depending on demand, be met by the Town Council until 2029. This to be reviewed every 15 years thereafter, thus ensuring the heritage of coal mining in Ferryhill is secure for future generations.
- iii) As this is already in the Town Council's programme of events, all arrangements to be agreed and organised by the Events and Community Engagement Sub-Committee.

Moved by Councillor D Farry, **Seconded by** Councillor J Cansella to accept the motion

Councillor K Conroy stated that the Town Council function is to engage with the Community and not take anything away and requested that a meeting be arranged with all stakeholders. Councillor Conroy abstained until a meeting has been held with the Stakeholders.

Councillor J Makepeace advised he wanted the Council to have more involvement in the parade and the Town Mayor should be present. It was suggested that Mr D Shingleton arrange a meeting with all interested parties.

Councillors C Woods and Z Roddam also expressed their concerns with the motion.

Councillor K Conroy asked that this comes back to Council after the meeting with Stakeholders. Councillor Farry said the motion has been moved and seconded and would like to move to the vote.

A named vote was requested:

FOR	AGAINST	ABSTAIN	ABSENT
G. Barker		K. Conroy	C. Atkinson
J. Cansella		J. Lindsay	P. Atkinson
D. Farry		Z. Roddam	K. Campbell
K. Graham		C.Woods	M. Walton
N. Jones			
J. Makepeace			
M. Seymour			
L. Smith			
R. Smith			
9	0	4	4

RESOLVED

That the motion be carried and Mr Shingleton arrange a meeting with all interested parties.

- b) The Town Council purchases 150 bird and bat nesting boxes for the use of residents and the Town Council to help protect our natural environment and encourage garden birds.

Councillor K Graham **moved** the following amendment to this motion: ‘125 bird boxes and 25 bat boxes and the boxes to be ordered from Endeavour Woodcrafts at a reasonable cost’ **Seconded by** Councillor K Conroy.

RESOLVED

That Council purchase 125 bird boxes and 25 bat boxes for the use of residents and the Town Council to help protect our natural environment and encourage garden birds. The boxes to be ordered from Endeavour Woodcrafts at a reasonable cost.

69.19-20

ACCOUNTS 2018-2019 – COMPLETION OF AUDIT

Members considered the report from the Acting Town Clerk, previously circulated.

Moved by Councillor K Conroy, **Seconded by** Councillor R Smith to accept the recommendations of the report.

RESOLVED

That Members:

- a) Approve and accept Section 1 (page 4) of the audited AGAR – Annual Governance Statement 2018/2019;
- b) Approve and accept Section 2 (page 5) of the audited AGAR – Accounting Statements for 2018/2019;

- c) Confirm acceptance of the arrangements for the Notice of Completion of Audit to be displayed on notice boards within and outside of the Town Hall, and on the website, between 19 September 2019 and 17 October 2019 and the charge of 50p for a copy of the relevant information.

70.19-20

CORRESPONDENCE

- a) Smokefree playgrounds – to consider voluntarily making the Council’s playgrounds smoke free.

Moved by Councillor D Farry, **Seconded by** Councillor M Seymour to liaise with Glenys Newby of Approach Too and also tie in dog fouling in parks.

RESOLVED

The Acting Town Clerk liaise with Mrs Glenys Newby of Approach Too.

- b) Diverse/Black Miner Art Exhibition March to July 2021 – to consider allowing the Town Hall to be used for the final leg of a touring exhibition on diverse, African, Caribbean (black) miners’ experiences and memories between February and April 2021.

Moved by Councillor D Farry, **Seconded by** Councillor J Cansella to approve this offer, arrange advertising and add to the Events calendar.

RESOLVED

That this be approved, the Council advertise the event and add to the Events calendar.

- c) Letter from Mr B Lamb

Mr Shingleton gave members a brief update on this situation. He advised that that if the Association is not managing the allotments and the Council is then any cash resources that the Association might have had which would have arisen from the collection of rents from tenants should be transferred to council as that money was for the benefit of the tenants on the site. Letters have been sent and no reply was received until a letter was sent advising that the Council may have to take the matter further. A response was received from Mr Lamb and he asked that a copy be circulated to all members, it states in the letter that all funds have been spent. Also any future correspondence be sent to all tenants of East End Allotment Site.

Member of the public, Mr G Atkinson, asked members what had been done with the £3,500 that was left in the accounts as he assumed it had been transferred over to the Council, it was confirmed the money had not yet been transferred to Council. Mr Atkinson also advised members that he had concerns with item 14 of the agenda regarding awarding an Honorary Burgess award to Mr Lamb following recent issues.

Councillor J Cansella queried if there were any legal proceedings that can be taken, Mr Shingleton advised that he would have to research that.

RESOLVED

A letter to be sent to ploholders and the Treasurer of the Allotment Association regarding the funds.

At this point the Acting Town Clerk brought to Members attention the emergency item:

- d) A letter from Gawin Holmes regarding the transfer of the lease of Broom Allotment Site

Councillor D Farry stated that the Council should not stand in the way of this transfer as this site has a successful allotment association and therefore **Moved** to allow Bertha Street Allotment Association to take over the lease for this site, **Seconded by** Councillor R Smith.

Councillor R Smith queried how much legal costs would be for such a transfer, Mr Shingleton advised he didn't have a figure but if it turned out to be something unacceptable he will come back to Council.

RESOLVED

That Ferryhill Town Council dispose of the Broom Allotment Site and this be taken over by Bertha Street Allotment Association on behalf of Durham Cathedral through Gawin Holmes from November 2019, a letter be sent to Gawin Holmes.

71.19-20 CHRISTMAS 2019 and NEW YEAR 2020 OFFICE CLOSURE

Members considered the report from the Acting Town Clerk, previously circulated.

Moved by Councillor K Conroy to accept the recommendations of the report.

RESOLVED

That the Christmas and New Year holiday arrangements be as follows:

- Tuesday, 24 December 2019 – closed (extra-statutory day)
- Wednesday, 25 December 2019 – closed (Bank Holiday)
- Thursday, 26 December 2019 – closed (Bank Holiday)
- Friday, 27 December 2019 – closed (extra-statutory day)
- Monday, 30 December 2019 – closed (concessionary day)
- Tuesday, 31 December 2019 – closed (concessionary day)
- Wednesday, 1 January 2020 – closed (bank holiday)
- Thursday, 2 January 2020 – office re-opens

72.19-20 ACTION REPORT UPDATE

Members considered the Action Report Update previously circulated.

RESOLVED

That this be received.

73.19-20 HONORARY BURGESS

Members considered the report from the Acting Town Clerk, previously circulated.

Moved by Councillor K Conroy, **Seconded by** Councillor J Lindsay to award Mr Bernard Lamb an Honorary Burgess award and if successful the award be presented at the Civic Awards Presentation evening on 26th September.

A named vote was requested:

FOR	AGAINST	ABSTAIN	ABSENT
K. Conroy	G. Barker		C. Atkinson
J. Lindsay	J. Cansella		P. Atkinson
Z. Roddam	D. Farry		K. Campbell
C. Woods	K. Graham		M. Walton
	N. Jones		
	J. Makepeace		
	M. Seymour		
	L. Smith		
	R. Smith		
4	9	0	4

RESOLVED

That no award be made.

74.19-20 EXCLUSION OF PRESS AND PUBLIC

Members were requested 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.”

RESOLVED

That the press and public be excluded from the next section of the meeting. All members of the public left the meeting.

75.19-20 TOWN CLERK UPDATE

The Acting Town Clerk informed Members of the latest position regarding the Town Clerk.

RESOLVED

That the latest position be noted.

There being no further business the meeting was closed at 8.20pm

CERTIFIED AS A TRUE RECORD

CHAIR.....

DATE.....