

## FERRYHILL TOWN COUNCIL

Minutes of the **ORDINARY COUNCIL MEETING** of the Council held in the Council Chamber, Town Hall, Ferryhill, on **WEDNESDAY, 20<sup>th</sup> NOVEMBER 2019** at **7.30p.m.**

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

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

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

### **97.19-20      APOLOGIES FOR ABSENCE**

Apologies were received from Councillor J Cansella.

### **98.19-20      MEMBERS DISPENSATION**

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

### **99.19-20      DECLARATIONS OF INTEREST**

There were no declarations of interest declared.

### **100.19-20     PUBLIC PARTICIPATION**

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

Before the next item was discussed Councillor D Farry advised members that following the Code of Conduct Issues, he had today attended training with the Monitoring Officer and had also wrote a letter of apology to Mr D Snowball and Councillor C Atkinson, he read out his letter to Councillor Atkinson to Members "The outcome of the Complaint Hearing Panel requires me to offer you a formal apology. It was never my intention to cause any offence or upset but if my actions were perceived as such then I apologise accordingly".

### **101.19-20     MINUTES**

a)        To confirm as a correct record the minutes of the Council meeting held on 23<sup>rd</sup> October 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 23<sup>rd</sup> October 2019 be agreed as a true and accurate record.

### **102.19-20     COMMITTEE MINUTES**

To receive the minutes of the following Committee:

- a) Policy & Resources - 4<sup>th</sup> September 2019

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

**RESOLVED**

That the minutes be received.

**103.19-20** **STATEMENT OF ACCOUNTS AND INCOME**

Members considered the monthly Statement of Accounts & Income.

**Moved by** D Farry, **Seconded by** R Smith to accept the Statement of Accounts & Income.

**RESOLVED**

That the Statement of Accounts & Income be accepted.

**104.19-20** **MOTIONS ON NOTICE**

Members considered the following motions from Councillor Farry:

- a) **Moved by** Councillor D Farry, **Seconded by** Councillor N Jones that Ferryhill Town Council agrees to install electric vehicle charging points in its car parks, subject to cost and the availability of Government and other funding.

**Moved by** Councillor C Atkinson, **Seconded by** Councillor K Conroy to bring a report and costings to a Policy & Resources Committee to consider.

Councillor J Makepeace informed members that the Council need to move quick to take advantage of funding.

Councillor Farry asked that this motion be considered tonight and a named vote was requested:

<b>FOR</b>	<b>AGAINST</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
G. Barker	C. Atkinson	K. Conroy	J Cansella
D. Farry	P. Atkinson	J. Lindsay	
K. Graham	K. Campbell	M. Walton	
N. Jones	Z. Roddam		
J. Makepeace	C.Woods		
M. Seymour			
L. Smith			
R. Smith			
<b>8</b>	<b>5</b>	<b>3</b>	<b>1</b>

## **RESOLVED**

That Members agree to install electric vehicle charging points in its car park subject to cost and the availability of Government and other funding.

- b) **Moved by** Councillor D Farry, **Seconded by** Councillor K Graham that Ferryhill Town Council agrees in principle to a Tree Planting scheme in Council areas, with the purposes of the scheme being to add to the Council's Remembrance commitment, provide screening in appropriate areas, and improving the visual impact of dog walking areas and the cemetery. This will be subject to the consideration of a report from the appropriate officer including a suggested plan and costs.

All Members agreed except Councillors K Campbell and J Lindsay who abstained.

## **RESOLVED**

That Members agree in principle to a tree planting scheme, a report be brought to Council by the appropriate officer including a suggested plan and costs.

## **105.19-20 ALLOTMENTS**

Members considered a report from the Acting Town Clerk.

The Acting Town Clerk advised Members that himself and the Works Manager had met with Mr Andy Coulthard of Livin today to discuss the allotments.

Members were advised that the next board meeting of Livin will be held in February and as it is too late to start the treatment on the Davy Street site due to the cold and wet weather it will need to be started in Spring and the tenants rents are paid up until April the takeover should take effect from 1<sup>st</sup> April 2020.

Mr Coulthard advised that there has been some interest from Davy Street tenants in becoming self managed and he would write to tenants to find out if this is the case.

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

## **RESOLVED**

That Members;

- a) Agree to take over from Livin the ownership of allotment sites at Davy Street and Brunel Street for a nominal fee of £1;
- b) If agreed, accept the quote for the treatment of invasive weeds, and note that Livin have indicated that they will pay the cost;
- c) Agree that a fence at a cost of £9,802 is not required;
- d) Agree that the Council accepts management of Paxton Street allotments and authorises staff to discuss and agree with Mr Watson all outstanding issues and report back to the Allotments Sub-Committee;
- e) Accept the need to treat Japanese Knotweed at Storehouse Allotments on the basis of quotes provided;

- f) Note the situation regarding Bertha Street and keep the historic deeds;
- g) Consider the staffing implications of the Council now managing 302 allotments, and refer the matter to the Personnel Sub-Committee.

**106.19-20**     **CORRESPONDENCE**

- a)     DCC – Response to letter sent 26 June 2019 re lack of resources in Ferryhill

Councillor J Makepeace raised concerns about a comment within the letter that states there were no issues in Ferryhill following monitoring by The South Multi Agency Problem Solving Group (MAPS), he would like to know who represents Ferryhill and how often do they meet as Ferryhill would like to send a representative.

Councillor D Farry suggested that a representative from (MAPS) be invited to attend the Dean Bank Regeneration meeting.

**RESOLVED**

That the Acting Town Clerk write to Joanne Walker of Durham County Council to find out how often (MAPS) meet and if Ferryhill Town Council can send a representative to meetings and also invite to the Dean Bank Regeneration meeting.

**107.19-20**     **RECRUITMENT OF TOWN CLERK UPDATE**

The Acting Town Clerk had provided Members with an update on the position regarding the recruitment of a Town Clerk as he felt it was important to make all members aware of the situation.

The post has now been advertised and a recruitment magazine had agreed for a front page advert at a discounted price of £90 per week rather than £900 per week. The closing date for applications is 6<sup>th</sup> December 2019, NEREO will then prepare a schedule and if Members agree a meeting of the Personnel Committee will be held week commencing 16<sup>th</sup> December to shortlist for interview. Members agreed.

**Moved by** Councillor D Farry, **Seconded by** Councillor P Atkinson to accept the report. Members agreed.

Councillor J Makepeace raised an issue with the job description, as previously advised by Helen Lynch, head of legal Services at Durham County Council the chain of command for the Clerk went directly to the Chair of the Council. The Acting Town Clerk advised he had an issue with this being included, following research he has never seen anywhere where the Chair or any individual member is the Town Clerks line manager, it is the Council collectively.

**Moved by** Councillor J Makepeace, **Seconded by** Councillor R Smith to write to Durham County Council to ask for further clarification on this matter.

**RESOLVED**

That Members note the progress made and a meeting of the Personnel Sub-Committee be arranged for week commencing 16<sup>th</sup> December 2019 to shortlist. Also, the Acting Town Clerk write to Durham County Council to seek clarification regarding the addition to the job description that the Chair is the Town Clerks line manager.

**108.19-20**    **POLICY REVIEW**

Members considered a report from the Acting Town Clerk covering the following Policies;

- a) Filming and Recording Council Meetings
- b) Member and Officer Relations
- c) Officer Code of Conduct
- d) Bullying and Harassment
- e) Stress

Members agreed the above policies with the following changes:  
The email address in the Filming and Recording Council Meetings Policy be amended from [dsnowball@ferryhill.gov.uk](mailto:dsnowball@ferryhill.gov.uk) to [enquiries@ferryhill.gov.uk](mailto:enquiries@ferryhill.gov.uk) and the equality act be included in the Bullying and Harassment Policy.

**RESOLVED**

That the policies be agreed subject to the above changes.

**109.19-20**    **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.

**110.19-20**    **MINUTES**

To confirm the minutes of the:

- a)     Extraordinary Meeting held on 2 October 2019 (private)

**Moved by** Councillor K Conroy, **Seconded by** Councillor D Farry to accept the minutes as a true and accurate record.

**RESOLVED**

That the minutes of the extraordinary meeting held on 2<sup>nd</sup> October 2019 be agreed as a true and accurate record.

- b)     Ordinary Council Meeting held on 23 October 2019 (private)

**Moved by** Councillor K Conroy, **Seconded by** Councillor D Farry to accept the minutes as a true and accurate record.

**RESOLVED**

That the minutes of the meeting (private) held on 23<sup>rd</sup> October 2019 be agreed as a true and accurate record.

**111.19-20** **MOTION FROM COUNCILLOR MAKEPEACE**

Members considered a report from the Acting Town Clerk addressing a motion from Councillor J Makepeace with regard to a Council property as per the report previously circulated.

Following the information provided by Mr Shingleton, Councillor J Makepeace decided to withdraw his motion at this time, he suggested that 3 quotes be sought to repair to the roof as well as costings for any other repairs and he would reconsider his motion once costings were received.

**RESOLVED**

That the motion be withdrawn at this time and three quotes be requested from local contractors to repair the roof on the property as well as costings for repairs needed to the property.

There being no further business the meeting was closed at 7.45pm.

**CERTIFIED AS A TRUE RECORD**

**CHAIR**.....

**DATE**.....