

FERRYHILL TOWN COUNCIL

Minutes of the **ORDINARY COUNCIL MEETING** of the Council held in the Council Chamber, Town Hall, Ferryhill, on **WEDNESDAY, 11th DECEMBER 2019** at **7.30p.m.**

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

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

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

112.19-20 **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors C Atkinson, G Barker and L Smith .

113.19-20 **MEMBERS DISPENSATION**

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

114.19-20 **DECLARATIONS OF INTEREST**

There were no declarations of interest declared.

115.19-20 **PUBLIC PARTICIPATION**

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

116.19-20 **MINUTES**

a) To confirm as a correct record the minutes of the Council meeting held on 20th November 2019

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

RESOLVED

That the minutes of the Council meeting held on 20th November 2019 be agreed as a true and accurate record.

117.19-20 **COMMITTEE MINUTES**

To receive the minutes of the following Committee:

a) Community Services - 2nd October 2019

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

RESOLVED

That the minutes be received.

118.19-20 **STATEMENT OF ACCOUNTS AND INCOME**

Members considered the monthly Statement of Accounts & Income.

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

RESOLVED

That the Statement of Accounts & Income be accepted.

119.19-20 **INFORMATION BOOKLET**

Members considered a report from the Events and Projects Manager, including a request that any minor amendments to the draft information booklet be brought to the attention of the Events & Projects Officer by Monday 16th December 2019.

Councillor Z Roddam asked if an official thank you letter be sent to Mrs Val Watson for her help gathering information for the booklet.

Councillor P Atkinson queried if the Caring & Sharing Group were mentioned in the booklet as this is an important group in Ferryhill and if not could they be added. Councillor J Cansella confirmed the food bank and clothes bank were mentioned and covers it.

Moved by Councillor K Conroy to accept the booklet, all members agreed.

RESOLVED

That Members inform the Events & Projects Officer of any minor amendments to the draft Information Booklet by no later than Monday, 16th December 2019 and a letter of thanks be sent to Mrs Val Watson.

120.19-20 **CORRESPONDENCE**

a) Durham Miners Association - arrangements for Durham Miners Gala

Councillor J Cansella raised concerns that she felt the Durham Miners Association had been misled regarding arrangements for the Banner Parade.

Councillor P Atkinson advised members that the reason he had contacted the Miners Association was the fact the Banner Group were unsure of their role following a motion on a previous meeting.

The Chair advised the meeting that it was not the Council's intention to take over the Banner Parade, they would just like some involvement but nothing has been decided as yet. It was previously agreed to arrange a meeting to discuss arrangements with all interested parties.

Members agreed that to move this matter forward the Acting Town Clerk meet with the Chair to arrange a meeting.

RESOLVED

That the Acting Town Clerk meet with the Chair and arrange a meeting to discuss the arrangements for the Banner Parade.

121.19-20 **MOTIONS ON NOTICE**

Members considered the following motion **Moved by** Councillor J Makepeace, **Seconded by** Councillor J Cansella:

- a) Ferryhill Town Council directs that:
- the pit wheel, currently in storage for a good many years, be fixed in position in Dean Bank recreational field, with the position to be decided on;
 - the Council makes full use of the kind offer made at the allotment meeting to transport the wheel to the site, and of the offer to affix any stabilisation work required.
 - three quotes are sought without further delay from contractors on our preferred list to build a brick plinth on which to affix the wheel.
no further officer action is required at this time than that indicated in the motion.

Councillor M Seymour moved an amendment to the motion, namely that that the wording 'with the position to be decided on' be replaced with 'in the vicinity of the memorial pit tub'.

Members were advised that the offer to transport the wheel had been made at the Dean Bank Park Regeneration meeting and not the allotment meeting as stated in the motion.

Mr D Shingleton informed members that the necessary checks should be made ie. insurances, capability etc prior to the wheel being transported and installed.

All members agreed to the motion.

RESOLVED

That

- the pit wheel be fixed in position in Dean Bank recreational field, in the vicinity of the memorial pit tub;
- the Council makes full use of the kind offer made at the DBP Regeneration meeting to transport the wheel to the site, and of the offer to affix any stabilisation work required, the necessary insurance/capability checks be made prior to this;
- three quotes are sought without further delay from contractors on our preferred list to build a brick plinth on which to affix the wheel.

Members considered the following motion **Moved by** Councillor J Makepeace, **Seconded by** Councillor D Farry:

- b) Ferryhill Town Council directs that:
- three quotes from local builders and/or the current contractor involved to be sought to cost the provision of a public pathway behind Dean Bank bungalow leading to the current dog walking area. Said path to provide access to Dean Bank dog owners to the dog walking area
 - All quotes to be presented to Council at the January 2020 meeting.

- no further officer action is required at this time than that indicated in the motion.

Councillor J Cansella queried how the fencing that was provided by funding from County Councillor was installed on Council land without approval at a Council meeting. She asked that Members resolve that this doesn't happen again and no further actions of that nature are taken by Council staff without it coming to Council first.

RESOLVED

That three quotes from local builders and/or the current contractor involved be sought to cost the provision of a public pathway behind Dean Bank bungalow leading to the current dog walking area, providing access for Dean Bank dog owners to the dog walking area. All quotes to be presented to Council at the January 2020 meeting. Also, members agreed that no further actions are taken by Council staff without it coming to Council first.

122.19-20 POLICY REVIEW

Members considered a report from the Acting Town Clerk covering the following policies.

- a) Capability
- b) Disciplinary
- c) Dismissal
- d) Grievance

The Acting Town Clerk asked that policies b & d be deferred to the January meeting, as an email had been received this morning from NALC providing amended model policies taking into account the implications of the Ledbury case.

Councillor R Smith advised of an error on page 4 of the Dismissal Policy the word 'the' appeared twice at the end of the 'Reasons for redundancy' paragraph.

Councillor D Farry advised the meeting that his apology was ready to be sent to Mr D Snowball. It was suggested that Mr D Shingleton write to the Monitoring Officer to advise that everything had now been done that was required from the decision notice apart from the 2 deferred policies.

Moved by Councillor R Smith, **Seconded by** Councillor K Conroy to accept policies a & c.

RESOLVED

That:

- a) the Disciplinary policy and the Grievance policy be deferred until the January 2020 meeting
- b) the Capability Policy and the Dismissal policy be accepted subject to the word 'the' being removed from page 4 of the dismissal policy.
- c) Mr D Shingleton write to the Monitoring Officer to advise that following the decision notice, everything required had now been done apart from the two deferred policies.

123.19-20 RECRUITMENT OF TOWN CLERK UPDATE

The Acting Town Clerk gave a verbal update on the position regarding the recruitment of a Town Clerk.

Members were advised that the closing date for applications was 6th December and 12 applications had been received.

A meeting of the Personnel Sub-Committee had been called for 12th December, where Mr Mick Brodie of NEREO will be in attendance and all members of the Personnel Sub-Committee will be provided with an information pack.

It is hoped that the Personnel Sub-Committee can shortlist up to six candidates. If so, these will be invited to meet members in an informal atmosphere the evening before the interviews. The next day all six candidates will be invited for interview with the aim of narrowing them down to the best three. These three will be invited for a second interview before a decision is made and submitted to Council for ratification.

RESOLVED

That the update be received.

124.19-20

BUDGET 2020/21

Members considered a report from the Acting Town Clerk, who was thanked for an excellent report.

Councillor J Makepeace reminded Members that following the work in the Ferryhill area by Fastflow and the disruption caused, Fastflow had previously agreed to fit a free stand pipe, this had not been done and he requested that the Works Manager chase up this issue with the company.

Councillor M Seymour queried if Mainsforth Cricket Club and Ferryhill Town Youth F.C were no longer getting free rent. Mr Shingleton advised that the clubs had received two years free rent and it was up to Members to make the decision as part of the budget process regarding free rent.

Members agreed that rather than the two groups meeting with Mr Shingleton separately to discuss the budget it would be nice to collectively agree and changes before the next meeting. Mr Shingleton agreed to organise a meeting for early January.

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

RESOLVED

That

- a) Members consider the attached draft budget for 2020/2021 and ask for clarification of any issues, either in this report or the budget document itself, to ensure the current position is clear;
- b) Propose and agree any changes considered necessary at the meeting;
- c) Consider the level of fees and charges and whether any changes are necessary;
- d) To further consider the budget and submit in writing by no later than 8 January

2020, details of any further changes required in accordance with Financial Regulation 3.2.

e) Mr D Shingleton arrange a meeting with Members collectively to discuss the budget in early January.

125.19-20 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.

126.19-20 LEGAL ADVICE

The Acting Town Clerk gave a verbal update on advice received regarding the recent departure of the Town Clerk. There have been a couple of instances from both parties where comments have been made that were inappropriate.

The Acting Town Clerk passed a document to all members and asked that they read it, sign it and return to him. If any member was not willing to sign it would be recorded in the minutes.

All Members signed the document.

Members were advised that a letter had also been sent to the previous Clerk asking that he sign and return a similar document.

RESOLVED

That this be received.

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

CERTIFIED AS A TRUE RECORD

CHAIR.....

DATE.....