

FERRYHILL TOWN COUNCIL

Minutes of the **COUNCIL MEETING** of the Council held on **WEDNESDAY, 21 July 2021** at **6.00pm** at **Ferryhill Sports and Education Centre.**

PRESENT: Councillor: D Farry (Chair)

Councillors: C Atkinson, P Atkinson, G Barker, C Bihari, K Conroy, P Donald, R Hume, B Lamb, Jane Makepeace, Joe Makepeace, R Petitjean, J Quinn, M Seymour, K Tinkler, S Varty and C Woods

Officials: D. Anderson, Town Clerk
D. Shingleton, Consultant Accountant
S. Hewitson, Committees & Civic Administrator

Before the meeting commenced the Chair, Councillor D Farry thanked Councillors P Donald and C Bihari and everyone involved with the fundraising collection for the Fruit Shop in Ferryhill Village following recent damage to the shop.

The Chair also reminded members that if they wished to speak at any point in the meeting they should raise their hand and he will bring them in.

37.21-22 APOLOGIES FOR ABSENCE

There were no apologies received.

38.21-22 DECLARATIONS OF INTEREST

Councillor C Bihari declared an interest in agenda item 15 – Coronavirus Support as a member of Mainsforth Cricket Club, Councillor Bihari confirmed he would not be taking part in any vote on this item.

39.21-22 MEMBERS DISPENSATION

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

40.21-22 PUBLIC PARTICIPATION

There was only one member of the public present and no questions were raised:

RESOLVED

That the questions be noted.

41.21-22 MINUTES

To confirm as a correct record the Minutes of:-

- 1) Council held on 16th June 2021.

Councillor R Petitjean queried why there were no proposers and seconders recorded in the minutes. The Clerk advised that movers and seconders had not been recorded where officer's recommendations were being moved as this was not necessary. It had been noted that at previous meetings the member first moving or seconding a motion had not always been the member

chosen by the Chair as the mover or seconder. This was potentially a cause of conflict and therefore, if recorded, they should be recorded accurately.

Members agreed that they would like to see the proposer and seconder recorded in all minutes and these be added to the June 2021 minutes.

Councillor K Conroy asked why her motion for an extension to the meeting was not recorded in the minutes, the Town Clerk advised that the minutes would be amended accordingly.

RESOLVED

That the minutes of the Council meeting held on Wednesday 16th June 2021 be agreed as a true and accurate record, subject to the agreed amendments.

42.21-22 STATEMENT OF ACCOUNTS AND INCOME

Members considered the monthly statement of accounts and income.

Moved by Councillor P Atkinson, **Seconded by** Councillor M Seymour to approve the Statement of Accounts & Income.

RESOLVED

That the Statement of Accounts and Income be received.

43.21-22 BUDGETARY CONTROL

Mr D Shingleton, Consultant Accountant was in attendance and presented his report, which had previously been circulated to members.

Councillor D Farry thanked Mr Shingleton for his report and asked if any progress had been made in setting up a Budget Review Group, mentioned previously. The Town Clerk advised that this would be taken into account within the review of the committee structure which he hoped to submit to Council in September.

Councillor B Lamb queried if it would be possible for Mr Shingleton to provide some finance training for Members, he felt this would be beneficial especially for new members. The Chair confirmed this could be added to the training programme.

Moved by Councillor Joe Makepeace, **Seconded by** Councillor Jane Makepeace to accept the recommendations of the report.

RESOLVED

1. That Members note the financial position of the Council at 30 June 2021 as indicated in the report and the projected figure for the year 2021/2022.
2. That finance training be arranged.

44.21-22 RECOGNITION OF SERVICE TO FERRYHILL

Members considered a report previously circulated, nominating former Councillors Ken Campbell and Zena Roddam to receive an honorary burgess for their many years of service to the community as town councillors and fundraising.

The report also highlighted that at present there is no way of recognising the service of retiring members, apart from the award of an Honorary Burgess, which required a substantial number of years service. It was suggested that a mayor's medal could be awarded to all retiring members as a recognition of service to the community. The only exception to this would be where a member had been disqualified from office, in which case a medal would not be awarded.

Moved by Councillor R Petitjean, **Seconded by** Councillor P Atkinson to award the two ex Councillors the title of Honorary Burgess.

All members agreed, Councillor Joe Makepeace asked for a proviso be added that the presentation be made by the Mayor either at the Town Hall or the Civic Awards presentation or this wasn't possible the Mayor could make a home visit.

Moved by Councillor J Quinn, **Seconded by** Councillor S Varty, that outgoing members receive recognition and be awarded a Mayor's Medal.

RESOLVED

1. That Mr Ken Campbell and Mrs Zena Roddam be awarded the title of Honorary Burgess.
2. That all retiring members receive a mayor's medal as recognition of their service to the community. The only exception would be where a member had been disqualified from office, in which case a medal would not be awarded.

45.21.-22 DEAN BANK PARK – EASTERN BOUNDARY FENCE

Members considered a report, previously circulated, relating to the re-siting of the eastern boundary fence at Dean Bank Park. It had been intended to add the work to the contract issued to replace the western boundary fence, however the price seemed high compared to the cost of the work accepted previously.

It had been hoped to report quotations at the meeting, however it had not been possible to obtain quotations.

Moved by Councillor Joe Makepeace, **Seconded by** Councillor R Petitjean to give the Town Clerk delegated authority to seek quotations to either re-site the existing fence or erect a new fence and liaise with the Mayor and Deputy Mayor to award the contract.

RESOLVED

That delegated authority be given to the Town Clerk, in consultation with the Mayor and Deputy Mayor, to obtain quotations to re-site the existing fence or to erect a new fence and accept the most cost-effective quotation.

46.21-22 KING GEORGE PLAYING FIELDS – ENVIRONMENT VISUAL AUDIT

Members considered a report previously circulated giving detailed consideration to the recommendations made by the Crime Prevention Officers.

Members noted the actions taken and gave consideration to the recommendations as follows:

Recommendation 4 – Along the perimeter with Brancepeth Road there is a dense tree line, this restricts the view into the park from the residents. The low hanging branches, below 1.5 metres, should be cut to assist natural surveillance.

RESOLVED

That the branches be cut to assist natural surveillance.

Recommendation 5 – Crime and anti-social behaviour are more likely to occur if places are untidy or unattractive, giving the impression of not being cared for. Therefore, it is extremely important that maintenance of the park continues as it currently does, such as clearing up litter every day and regularly removing graffiti. Consideration should also be given to the addition of a litter bin nearby the picnic area, this was the only area during the audit where litter was present.

The park has several streetlights around the perimeter however I was informed that some are not in full working order. It is recommended that regular checks are conducted to ensure all lighting is in full working order and repairs needed are reported so any faults can be rectified swiftly.

Moved by Councillor Joe Makepeace to install at least 1 extra bin in the picnic area, Councillor D Farry thought another bin was needed near the seats so 2 bins should be installed with signage.

RESOLVED

That two litter bins be installed, one in the picnic area and one near the seats with signage.

Recommendation 6 – At Raby Road and Brancepeth Road entrances consideration should be given to the addition of a DDA compliant kissing gate or chicane barriers to reduce access to off-road vehicles within this area.

Moved by Councillor J Quinn **Seconded by** Councillor Joe Makepeace to give delegated powers to the Clerk, Mayor and Deputy Mayor to find a suitable gate/barrier to reduce access to off-road vehicles.

RESOLVED

That delegated powers be given to the Town Clerk, in consultation with the Mayor and Deputy Mayor, to find a suitable gate/barrier to reduce access to off-road vehicles.

Recommendation 11 – Consideration should be given to the addition of defensive planting along the perimeter fencing near to the garage block where the shrubbery has been removed. This defensive planting once mature would deter access via the wall and garages.

Moved by Councillor J Quinn that suitable defensive planting be planted as recommended.

RESOLVED

That appropriate defensive planting be planted as recommended.

Recommendations 7,8,12 and13

The following recommendations relate to providing additional lighting and CCTV in an attempt to reduce anti-social behaviour, and it that failed to provide additional fencing and gates to prevent access to the park in hours of darkness:

- Consideration should be given to increasing the height of the low wall next to the Raby Road entrance to remove the seating provision this currently offers, enabling loitering and anti-social behaviour within this area.
- Consideration should be given to the addition of further street lighting to ensure that the park is well- lit during the hours of darkness to assist natural surveillance and strengthen formal surveillance of the CCTV system. Focus for increased lighting should be around the entrances into the park.
- Consideration should be given if problems persist to increase the amount of CCTV in the park. With viewing and identification capability to cover the hotspot areas such as the basketball court.
- If problems still persist consideration should be given to restricting access to the park during the hours of darkness. This would require increasing the height of the current boundary treatments including gates, to prevent easy access, ensuring no stepping points are included and the installation of a lockable gate at the Brancepeth Road entrance. If the park was to be locked up on a night, then the lighting in the park would need to be turned off to deter people from climbing into the park after hours.

Moved by Councillor J Quinn, **Seconded by** Councillor Joe Makepeace to install a fence, as this is the key issue, not just in the park but on Raby Road and again delegated powers be given to the Clerk, Mayor and Deputy Mayor. The CCTV and lighting can be looked at later. Councillor P Atkinson agreed with the proposal and confirmed that he is willing to donate £5,000 from his Durham County Neighbourhood Budget. Councillor J Quinn also confirmed he will give money from his Neighbourhood Budget.

RESOLVED

1. That arrangements be made for fencing and gates to be installed.
2. That lighting and CCTV be considered at a later date.
3. That consultation be carried out with regard to changes to access to the park

47.21-22

UPDATE ON PROPOSED SKATEPARK PROJECT AT KING GEORGE V PLAYING FIELD

Members considered a report, previously circulated.

Councillor P Atkinson suggested that the field below the King George V Playing Field may be a better site for a skatepark, as the field in question is not the responsibility of the Town Council the Clerk asked if more time should be given to allow County Councillors Atkinson & Quinn to look into this possibility with the County Council as this may be better accepted by residents. The Chair advised that this option was not on the table and the skatepark at the King George should be progressed.

Moved by Councillor J Quinn, **Seconded by** Councillor Joe Makepeace to agree the recommendations and carry out further consultation and agree to a maximum of 20% contribution rather than agreeing to a figure. Members agreed.

RESOLVED

1. That Members note the contents of the Feasibility Study.
2. That further community consultation be carried out with regard to the installation of the skatepark and possible anti-social mitigation.
3. That a maximum contribution of 20% be agreed by the Town Council towards the development of the project.
4. That external funding be sourced to deliver the project, subject to the results of community consultation.

48.21-22

INVESTORS IN ENVIRONMENT UPDATE

Members considered a report previously circulated and acknowledged receipt of the Bronze Award, it was noted that the Council appreciate the time and effort of all staff involved in obtaining the award.

The Chair reported that Ferryhill Town Council was the first Council in the North of England to achieve this award.

Moved by Councillor K Conroy, **Seconded by** Councillor C Atkinson to accept the recommendations of the report.

RESOLVED

1. That Members note the contents of the report and recognise the Council's achievement in being awarded a Bronze Investors in the Environment Accreditation.
2. That the Town Council's Green Champion widely publicises its Bronze iE Accreditation success to promote the work that the Town Council is doing to reduce its environmental impact, and also to encourage other organisations to follow Ferryhill Town Council's lead to improve their own environmental credentials.
3. That Members formally approve the Councils Communication Plan, Carbon Footprint Report and Action Plan.
4. That the Council's Green Champion reviews the Council's practices in relation to waste management and produces a Waste Management Plan

in consultation with staff and it's dedicated iE Officer, for Members consideration at a future Town Council Meeting.

49.21-22 CORRESPONDENCE

Letter of appreciation regarding replanting of Memorial Miners Tub at Dean Bank Park was noted

RESOLVED

That the letter be noted.

50.21-22 EXCLUSION OF PRESS AND PUBLIC

Members are 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.”

51.21-22 CORONAVIRUS - CONTINUING SUPPORT

Members considered a report which was previously circulated and consideration was given as to whether the free rent period should be extended until the end of the 2021-22 Financial year.

Moved by Councillor Joe Makepeace, **Seconded by** Councillor R Petitjean to continue with the free rent for the remainder of this financial year for Ferryhill Town Youth, Mainsforth Cricket Club and market stalls. A discount of 50% be offered to the kiosk tenant.

All members agreed

RESOLVED

That Ferryhill Town Youth FC, Mainsforth Cricket Club and Market Traders be given free rent for the remainder of the financial year and 50% discount be given to the tenant of the kiosks for the remainder of the year.

52.21-22 HERITAGE CENTRE UPDATE

Members received an update report which was previously circulated.

RESOLVED

That Members note the contents of the report.

53.21-22 FERRYFEST MUSIC FESTIVAL

Members considered a report previously circulated following a decision at the Events Committee held on 13th July 2021 to defer this matter to the full Council meeting.

The Town Clerk advised a cautious approach be taken when considering holding an additional large scale public event during the continuing pandemic, given the uncertainty about restrictions and Durham County Council's Safety Advisory Group's approach to event management and Covid mitigation at this time. The timescale available to organise the event was very tight, even using an experienced events company.

Quotations obtained from two companies detailing costing of the proposed event were appended to the report for consideration should members wish to go ahead with the event. A third events company declined to give a quote.

Given that decisions on the detail of the event were still to be taken by Council, including venue, it was not possible for the companies to quote against a specification. The companies had therefore quoted for the event based on their best judgements of the requirement.

Moved by Councillor Joe Makepeace, **Seconded by** Councillor Stephen Varty that Ferryfest be held on Saturday 18th September 2021 from 2pm to 8pm, the event should be billed as Ferryfest: In Support of NHS and Key Workers; Company A be appointed to deliver the event; delegated authority be given to the Town Clerk, in consultation with the Chair and Vice Chair of the Events Committee, to make necessary arrangements with Company A; A maximum budget of £15,000 be set and the list of bands who previously showing an interest be forwarded to Company A.

A detailed discussion took place. Councillor K Conroy agreed with Councillor Joe Makepeace's proposal but for 2022 rather than this year as this is the last Council meeting until September and everything needed arranging, she advised she had never gone against the advice of the Clerk and would like a named vote. Councillor C Atkinson queried how much the Council stand to lose if this event is booked and Safety Advisory Group (SAG) did not approve the event. The Town Clerk advised that the companies had indicated that if SAG approval was not forthcoming, only the costs associated with the application would be incurred.

A named vote was requested for Councillor Joe Makepeace's proposal :

FOR	AGAINST	ABSTAIN	ABSENT
G Barker	C Atkinson		
P Donald	P Atkinson		
D Farry	C Bihari		
Jane Makepeace	K Conroy		
Joe Makepeace	R Hume		
R Petitjean	B Lamb		
J Quinn	C Woods		
M Seymour			
K Tinkler			
S Varty			
10	7	0	0

RESOLVED

1. That Ferryfest be held on Saturday 18th September 2021 from 2pm to 8pm
2. That the event to be billed as Ferryfest: In Support of NHS and Key Workers
3. That Company A (Stanley Events) be appointed to deliver the event
4. That delegated authority be given to the Town Clerk, in consultation with

the Chair and Vice Chair of the Events Committee, to make necessary arrangements with Company A

5. That a maximum budget of £15,000
6. That the a list of bands previously showing an interest be forwarded to Company A

At the end of the meeting Members discussed where the next meeting should take place with Coronavirus restrictions lifting. Councillor J Makepeace felt that meetings should be held back in the Council Chamber from now on and he would hope by September the Town Hall would be re-open with staff working as normal. Councillors B Lamb and R Petitjean expressed their concerns that the virus had not gone away and it may not be safe to meet in a smaller venue. Councillor R Hume suggested that Council follow government guidelines which may change by the next meeting in September and the most suitable venue be used in line with the guidance.

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

CERTIFIED AS A TRUE RECORD

CHAIR.....

DATE.....

DRAFT