

## Spennymoor Town Council

Minutes of the proceedings of a Meeting of SPENNYMOOR TOWN COUNCIL held in the Council Chamber, Town Hall, Spennymoor on Tuesday 23<sup>rd</sup> May, 2006 at 6.45p.m.

PRESENT: Councillor Mrs.C.Kennedy (Town Mayor) and

Councillors Miss S.L.Armstrong, J.C.Culine, Mrs.S.A.Fleetham, J.V.Graham, I.Harrington, M.T.B.Jones, Mrs.E.Maddison, J.M.Marr, J.Parkin, Mrs.S.I.Plews (Deputy Town Mayor), J.W.Smith, Mrs.C.Sproat, G.Tolley, F.Walker, and Mrs.J.L.Wood.

Also in attendance Mrs.P.Wilson (Town Clerk)  
Miss E.V.Russell (Admin Assistant)

APOLOGIES: Councillors Mrs.C.Bainbridge, Mrs.M.Smith, Mrs. E.Summerson, W.Waters and P.Welsh.

62/05. **DECLARATION OF INTERESTS.**

RESOLVED - No personal or prejudicial interest was made by any Member.

63/05. **MINUTES.**

RESOLVED - That the Minutes of the Meeting held on Tuesday 25<sup>th</sup> April, 2006 be confirmed and signed as a correct record.

64/05. **MAYOR'S COMMUNICATIONS.**

The Mayor reported on the functions she had attended since the last meeting:-

- a) Wednesday 26<sup>th</sup> April - Town Mayor accompanied the Northumbria in Bloom Judges around the area;
- b) Wednesday 26<sup>th</sup> April -Town Mayor attended Spennymoor Amateur Operatic's Production of Calamity Jane in the Town Hall;
- c) Friday 28<sup>th</sup> April - Town Mayor attended Derwentside District Council Civic Ball;
- d) Friday 5<sup>th</sup> May - Town Mayor Official Opened the refurbished Groundfloor Offices;
- e) Friday 5<sup>th</sup> May - Town Mayor attended Seaham Town Council Civic Dinner;
- f) Saturday 6<sup>th</sup> May - Town Mayor officially opened the WI Office in Barnfield Road;
- g) Tuesday 9<sup>th</sup> May - Town Mayor attended the R.A.F.A. meeting held in the Combined Services Club;
- h) Saturday 13<sup>th</sup> May - Deputy Mayor attended Sedgefield Borough Council's Mayor's Charity Entertainment Evening held in the Town Hall;
- i) Wednesday 17<sup>th</sup> May - Town Mayor attended Royal Naval Association meeting held in the KGH Club.

65/05.

**COMMITTEE MINUTES.**

RESOLVED – That the Minutes of the meetings of the following Committees be approved and adopted:

Allotments 2<sup>nd</sup> May, 2006

Finance and General Purposes 2<sup>nd</sup> May, 2006

Planning and Highways 9<sup>th</sup> May, 2006

Services and Amenities 9<sup>th</sup> May, 2006

There being no further business the Town Mayor declared the meeting closed

**Councillor Mrs. C.Kennedy  
Town Mayor**

## **Spennymoor Town Council.**

Minutes of the proceedings of the ANNUAL MEETING of the Town Council held in the Council Chamber, Town Hall, Spennymoor on Tuesday 23<sup>rd</sup> May, 2006 at 7p.m.

PRESENT: Councillor Mrs.C.Kennedy (Town Mayor) and

Councillors Miss S.L.Armstrong, J.C.Culine, Mrs.S.A.Fleetham, J.V.Graham, I.Harrington, M.T.B.Jones, Mrs.C.Kennedy, Mrs.E.Maddison, J.M.Marr, J.Parkin, Mrs.S.I.Plews, J.W.Smith, Mrs.C.Sproat, G.Tolley, F.Walker, and Mrs.J.L.Wood.

Also in attendance Mrs.P.Wilson (Town Clerk)  
Miss E.V.Russell (Admin Assistant)

and 70 Members of the Public

### **COUNCILLOR MRS.C.KENNEDY RETIRING TOWN MAYOR IN THE CHAIR**

Prior to the formal business of the meeting commencing, the retiring Town Mayor, Mrs.C.Kennedy took the opportunity to say a few words.

Councillor Mrs.C.Kennedy gave sincere thanks to her fellow councillors for giving her the honour of being Town Mayor for the past year. She explained that she had met so many people and formed so many friendships both within and outside the Town and would be a year that both she and her consort would never forget.

Councillor Mrs.C.Kennedy expressed that there were some things that she would always remember with a smile, watching grown men and women making fools of themselves in flippers and snorkels, racing down the field just to help raise money and the old lady of 95 years of age who when shaking her hand, pressed £40 pounds into it for her chosen charity.

She also took a moment to mention with gratitude, the clientele of the Binchester Public House who must have been sick and tired of her involving them in hair raising schemes to raise money for her chosen charity and there were so many people who helped it was impossible to thank them all personally but she would always be grateful to them.

Councillor Mrs.C.Kennedy also paid a special thanks to Brenda, the Town Mayor's secretary, for the efficient way she has looked after her arranging her duties, recording them in her diary, making sure she got to the right place at the right time, among other things. Her ability has been very much appreciated by past Mayors as well as the present. She also thanked said a thank you to the office staff Pauline, George, Lisa, Emma and Debra for their support and assured the staff that their help has been much appreciated.

She also said a very big thank you to her husband Steve who has been by her side every step of the way and who tried had tried his best to keep her from being late and to not forget the "Tickets".

In concluding she thanked all of those who had helped her raise money for her chosen charity and had made it a success.

Councillor Mrs. C. Kennedy then presented Dr. Staines, representative from Spennymoor Health Centre, with a cheque for £13,106. Dr Staines took the opportunity to say that he was delighted at the magnificent sum of money that had been raised which would be put towards purchasing wall mounted keeler otoscope sets to carry out eye and ear examinations for the people of Spennymoor. He expressed his gratitude for all of the hard work that had been put in to raising such a wonderful amount of money.

### **RESPONSE BY LEADER OF THE COUNCIL**

Councillor J.M.Marr said that it would be remiss of him if he did not congratulate the outgoing Mayor Councillor Christine Kennedy on her commitment and dedication to the office of Town Mayor and was sure that everyone would agree that Councillor Mrs.C.Kennedy marvellous effort and commitment to her chosen Charity had proved dividends for a very worthy local cause.

#### **1/06. ELECTION OF TOWN MAYOR**

RESOLVED -That Councillor Mrs S.I.Plews, be elected Town Mayor for the ensuing year. The Town Mayor read and signed the Declaration of Office.

### **COUNCILLOR MRS.S.I.PLEWS, TOWN MAYOR, IN THE CHAIR.**

#### **2/06. TOWN MAYOR'S ADDRESS**

Councillor Mrs S.I.Plews thanked her proposer, Councillor I. Harrington and her seconder, Councillor G. Tolley and fellow Councillors for their vote of confidence in electing her as Town Mayor.

She expressed that it was a very great honour to wear the Chain of Office and would do her very best to uphold the office of Mayor with dignity and diligence.

Councillor Mrs.S.I.Plews announced that her chosen Charity for her Mayoral year which would be to raise funds on behalf of Spennymoor Health Centre for the purchase of hydraulic examination couches.

The Mayor then presented the retiring Mayor, Councillor Mrs.C.Kennedy with a gift as a memento of her year in office together, together with her past Town Mayor's badge.

#### **3/06. DEPUTY TOWN MAYOR.**

RESOLVED- That Councillor Mrs.J.L.Wood be elected Deputy Town Mayor for the ensuing year.

#### **4/06. DEPUTY TOWN MAYOR'S ADDRESS.**

Councillor Mrs.J.L.Wood took the opportunity to be the first to congratulate the Town Mayor on her election to office. She pledged her support to the Town Mayor during her term of office and thanked her fellow Councillors for electing her as Deputy Town Mayor.

### **APOLOGIES**

Councillors Mrs.C.Bainbridge, Mrs.M.Smith, Mrs. E. Summerson, W.Waters and P. Welsh.

5/06. **LEADER**

RESOLVED- That Councillor J.M.Marr be elected as Leader.

6/06. **LEADERS ADDRESS**

Councillor J.M.Marr began by thanking his mover, seconder and fellow Councillors for placing their trust and confidence in him by electing him again as Leader of Spennymoor Town Council. He assured them that he would perform this role diligently and fairly in the interests of the people of the township.

He took the opportunity to thank all of the Town Council staff who had worked hard to ensure that Town Council ventures were a success and expressed that they deserved a special thanks for the 100% effort that they put in to ensure that the office relocation was a seamless transfer with the minimum of disruption to our customers.

It was expressed that this was an important night in the Town Council's year when we reflect back on our previous achievements and look forward with optimism.

Councillor J.M.Marr stated that one of his personal fondest memories of last year was the pride and community spirit shown by the hundreds of town's people who lined the streets of Spennymoor to celebrate the Towns 50<sup>th</sup> Annual Gala and hoped that everyone would agree that the photographs of the crowds of people of all ages , showing such local pride and community spirit was a truly wonderful site he hoped that this would be repeated this year and wished the Gala Committee every success in their continued efforts.

He stated that in the coming year the Council would build on their existing work and that he would rely upon all Members for continued support in ensuring that quality local Council services were delivered.

He further expressed that he was committed to open, transparent and accountable local democracy with a view to ensuring that public confidence is maintained. Working closely with the Town Clerk, he said that he would ensure that all of Spennymoor Town Councillors would receive the necessary training to equip them for their role. This training would include training on the Member Code of Conduct, and in accordance with Monitoring Officer recommendations, he advised that any Councillors who did not attend this particular training would be publicly "named and shamed", as he believed that the Towns electorate have the right to expect the highest standards of conduct from those to whom they entrust their vote.

He thanked everyone once again for there continued support in the words of the Town Motto "With Hope Nobody Shall Fail" and would again, use the hope and trust that had been placed in him by re-electing him as Leader, for the good of the people of the Township and would try not to fail.

7/06. **DEPUTY LEADER**

RESOLVED- That Councillor J.V.Graham be elected as Deputy Leader.

8/06. **DEPUTY LEADERS ADDRESS**

Councillor J.V. Graham thanked his proposer, Councillor F. Walker and his seconder Councillor J.M.Marr and fellow Councillors for endorsing him in this position.

9/06. **STANDING COMMITTEES**

RESOLVED- (i) that all Members of the Council shall serve on each of the following Standing Committees for the ensuing year:-

Allotments  
Finance and General Purposes

Planning and Highways  
Services and Amenities.

( ii) That the terms of reference of the Standing Committees for the ensuing year shall be set out as Appendix I;

(iii) That the following Members shall serve on the Special Committee for the ensuing year

Mayor  
Chairmen of the four Standing Committees  
plus Councillors Mrs.S.A.Fleetham, J.V.Graham,  
Mrs.E.Maddison, J.M.Marr and F.Walker (10)

( iv) That the following Members shall serve on the Appeals Committee for the ensuing year

Deputy Mayor  
Vice-Chairmen of the 4 Standing Committees  
Plus Councillors R.Campion, Mrs.M.Smith,  
Mrs.E.Summerson, W.Waters and P.Welsh. (10)

( v) That the following Members shall serve on the Audit Committee for the ensuing year

Chairman and Vice-Chairman of the Services and Amenities and Finance and General Purposes Committee plus Councillors Mrs.S.A.Fleetham, J.V.Graham, J.M.Marr, Mrs.C.Sproat, and F.Walker (9);

( vi) That the following Members shall serve on the Best Value Committee for the ensuing year

Chairman and Vice-Chairman of the Services and Amenities and Finance and General Purposes Committee plus Councillors Mrs.S.A.Fleetham, J.V.Graham, Mrs.E.Maddison, J.M.Marr and F.Walker (9)

(vii) **Best Value Review Committees**

Corporate and Democratic Core 6 Members  
Councillors J.C.Culine, Mrs.S.A.Fleetham,  
Mrs.C.Kennedy, Mrs.E.Maddison, F.Walker and W.Waters  
Town Clerk or Accountant

Parks and Recreation 6 Members  
Councillors Miss S.A. Armstrong, J.C.Culine,  
Mrs.S.A.Fleetham, M.T.B.Jones, Mrs.C.Kennedy and  
W.Waters  
Town Clerk or Accountant  
Working Supervisor

Catering and Bar 6 Members  
Councillors Mrs.C.Bainbridge, J.V.Graham, M.T.B.Jones,  
J.M.Marr, Mrs.S.I.Plews and J.Parkin  
Town Clerk or Accountant  
Bar Manager / Caterer

Community Facilities 6 Members  
Councillors R.Campion, J.V.Graham, I.Harrington,  
Mrs.S.I.Plews, Mrs.M.Smith and Mrs.C.Sproat  
Town Clerk or Accountant

Allotments 6 Members  
Councillors J.V.Graham, Mrs.E.Maddison,  
J.W.Smith, Mrs.E.Summerson, G.Tolley and  
Mrs.J.L.Wood  
Town Clerk or Accountant  
Working Supervisor or Working Chargehand

Town Hall Hire of Facilities 6 Members  
Councillors Mrs.C.Bainbridge, Mrs.E.Maddison, J.M.Marr,  
J.Parkin, Mrs.S.I.Plews and F.Walker  
Town Clerk or Accountant

S.137 & Allocation of Grants 6 Members  
Councillors R.Campion, J.V.Graham, M.T.B.Jones,  
J.Parkin, Mrs.S.I.Plews and Mrs.M.Smith  
Town Clerk or Accountant

14/06. **REPRESENTATIVES ON OUTSIDE BODIES.**

RESOLVED- That the Town Council's representatives on Outside Bodies for the ensuing year shall be as set out on Appendix II.

15/06. **CYCLE OF MEETINGS.**

RESOLVED- That the Cycle of Meetings for the ensuing year shall be as set out in Appendix III.

**16/06. SIGNATORIES FOR CHEQUES**

RESOLVED- That the signatories for the Council's General Account shall be any two from: Councillors Mrs.S.A.Fleetham. J.V.Graham, I.Harrington, Mrs.E.Maddison, J.M.Marr, J.Parkin, J.W.Smith, F.Walker and Mrs.J.L.Wood plus either the Town Clerk, Principal Admin Officer or Principal Finance Officer.

There being no further business the Town Mayor declared the meeting closed.

**Councillor Mrs. S.I.Plews  
Town Mayor**

## Spennymoor Town Council

### Terms of Reference of Committees

#### **ALLOTMENTS**

The provision and management of the statutory allotments in the town including their maintenance, repair and letting and the general oversight of the private and non-statutory allotments in the district.

Each committee will have control over its own precepted budget in each financial year.

#### **FINANCE AND GENERAL PURPOSES**

The overall control and management of the Council's finances including: -

- The overall control of capital and revenue expenditure;
- The payment of accounts;
- The keeping of accounts; and
- Consideration of applications for financial assistance from outside bodies.

The management of the Council's establishment as regards the appointment and dismissal of staff and terms and conditions of employment and the overall management of the Council's workmen including the terms and conditions of their employment.

The provision and management of office accommodation and supplies and services thereto.

Deal with all matters relating to the wards and boundaries of the Town Council and representation nationally, at county level and locally and to the powers, duties, responsibilities, and organisation of local government generally.

The appointment of representatives on outside bodies and of matters relating generally to the functions and powers of local authorities including matters relating to local authority associations.

To determine the terms of letting of the Town Hall Shops.

Each committee will have control over its own precepted budget in each financial year.

## **PLANNING AND HIGHWAYS**

The exercise of the functions of the council relating to planning applications and the Council's powers in relation thereto.

The Provision and management including the employment of manual workers, the provision of supplies and services, maintenance and repair in connection therewith of the following:-

Public Conveniences;

Footpaths and Bridleways for which the Council is the responsible authority;

Footway Lighting;

Bus Shelters;

Roadside Seats; and

Litter Bins.

Each Committee will have control over its own precepted budget in each financial year.

## **SERVICES AND AMENITIES**

The provision and management of:-

Public Open Spaces; Parks; Recreation Grounds; Play Areas and facilities;

Sports facilities;

Cemeteries; Burial Grounds and Crematoria; and

Public Buildings (i.e. Town Hall and its use) including, subject to the overall control of the finance Committee, the determination of charges for the services and the use of accommodation.

To be responsible for the repair and improvements of the fabric of the Town Hall Shops.

The encouragement of entertainment; sport and leisure activities within the town and for the benefit of the inhabitants of the Town.

The management of the affairs of the council on all matters relating to Civic Ceremony.

Each Committee will have control over its own precepted budget in each financial year.

## **BEST VALUE COMMITTEE**

Without prejudice to the duties and responsibilities of the other Committees to monitor and review the effectiveness of all services across the Authority to ensure Best Value.

To regularly review the Financial Performance on profitability of services carried out by the Council in accordance with Best Value Principles.

To measure and monitor the impact of Best Value on all Council Activities, to evaluate, review and monitor Audit Systems and Reports from the Council.

To monitor the production of Performance Indicators and conduct reviews by comparing these Performance Indicators with those of other Local Authorities in accordance with Best Value Principles.

Each Committee will have control over its own precepted budget in each financial year.

## **AUDIT COMMITTEE**

To promote internal control by systematically appraising and monitoring internal controls and reviewing financial procedures;

Develop an anti-fraud culture by receiving annual reports on the systems and controls in place to prevent fraud, periodic reports on the extent of fraud and reports of special investigations;

Focus audit resources by approving audit plans and monitoring audit delivery;

Monitor audit performance by ensuring Audit/Officer collaboration, securing timely preparation and response for audit reports, monitoring the finalisation of annual accounts and ensuring the implementation of audit recommendations;

To seek continually to improve the collaboration between internal and external audit;

To prepare and submit to the Finance and General Purposes Committee at the beginning of each Financial Year a timetable to cover the major events of that Financial Year.

Each Committee will have control over its own precepted budget in each financial year.

## **SPECIAL COMMITTEE**

To consider and make recommendations to Council on all appointments to positions within the Council, below the spinal column point 37.

*(This would bring us in line with current Government Policy as legislated for in Principal Councils' by way of mandatory standing orders relating to appointments. Applicants to junior posts within the Council should not be subject to interview by full Council, research shows that this is both intimidating, inefficient and unnecessary it also places the Council at greater risk of accusations of cronyism and nepotism and not felt to be the way a modernised Council should operate) it would ensure that this Council's three senior posts were still full Council appointments i.e. Town Clerk, Officer Manager and Accountant)*

Any three Members of the Committee acting as a Panel may determine all those matters relating to Grievance or Disciplinary matters in those circumstances where the Town Clerk is by virtue of interest or pre-disposition unable to act.

## **APPEALS COMMITTEE**

To consider those matters referred to it for final determination in accordance with the Council's published complaints procedure, *(i.e. those Complaints already considered and determined by the Town Clerk, when the complainant remains dissatisfied and wishes to appeal)*

Any three Members of the Committee acting as a Panel may determine all Appeals relating to Grievance and Disciplinary matters.

### **PLANNING APPLICATION SUB-COMMITTEE**

When Spennymoor Town Council receives formal consultation on a planning application from Sedgefield Borough Council or Durham County Council BUT the timescale for response is such that the matter cannot be considered by Planning and Highways Committee within the given timescale, then delegated authority be granted to the Chair of Planning and Highways Committee in consultation with the Vice-Chair and the relevant Ward Members to respond to the consultation on the Town Council's behalf. Such a response to be reported to the next meeting of Planning and Highways for information only.

## REPRESENTATIVES ON OUTSIDE BODIES

2006/2007

	ORGANISATION / BODY	No.of Reps.	NOMINATIONS
1	Byers Green Village Hall Community Association	6	Mrs.C.Bainbridge, Mrs.C.Kennedy, J.Parkin, Mrs.M.Smith, Mrs.C.Sproat and W.Waters
2	Central Durham Crematorium Joint Committee	3	J.M.Marr, Mrs.E.Summeron and F.Walker
3	Cow Plantation Management Committee	6	Miss S.L.Armstrong, I.Harrington, J.M.Marr, G.Tolley, F.Walker and Mrs.J.L.Wood
4	Kirk Merrington Community Centre Management Committee	6	Mrs.C.Bainbridge, Mrs.C.Kennedy, J.Parkin, Mrs.M.Smith, Mrs.C.Sproat and W.Waters
5	Kirk Merrington Pre School Ltd.	1	Mrs.C.Bainbridge <b>Local Ward Member</b>
6	Middlestone Moor Community Centre Management Committee	6	Mrs.C.Bainbridge, Mrs.C.Kennedy, J.Parkin, Mrs.M.Smith, Mrs.C.Sproat and W.Waters
7	National Society of Allotment and Leisure Gardeners Standing Orders Committee	1	J.V.Graham <b>Appointed for 2 years</b>
8	Newfield Liaison Committee	1	Chairman Planning & Highways Committee and Town Clerk
9	Northern Region Association of Councillors	1	J.W.Smith
10	Northumbria in Bloom	2	Chairman and Vice-Chairman Services and Amenities Cttee
11	Police Community Consultative Group	1	J.M.Marr
12	Sedgefield and District Citizens Advice Bureau	1	Mrs.C.Bainbridge
13	Sedgefield Area 1 Forum	2	Miss S.L.Armstrong and Mrs.M.Smith
14	Sedgefield Borough/Parish Member Working Party	2	J.M.Marr and Mrs.M.Smith and Town Clerk
15	Sedgefield Local Councils Committee	2	J.M.Marr and Mrs.M.Smith and Town Clerk
16	Spennymoor Pub Watch	1	Mrs.C.Kennedy
17	Spennymoor Town Band Committee	2	Mrs.S.A.Fleetham and Mrs.S.I.Plews
18	Spennymoor Town Centre Forum	2	Miss S.L.Armstrong and J.W.Smith
19	Spennymoor Youth and Community Association	1	J.M.Marr
20	Tudhoe Community Centre Management Committee	4	J.C.Culine, Mrs.S.A.Fleetham, J.V.Graham and J.W.Smith
21	Tudhoe Cricket Pavilion and Village Hall Management Committee	4	J.C.Culine, Mrs.S.A.Fleetham, J.V.Graham and J.W.Smith

22	<b>School Governors</b>		
	Byers Green Primary		<b>Not maintaining</b>
	King Street Primary	1	G.Tolley (19/12/2008)
	Kirk Merrington Primary	1	
	Middlestone Moor Primary	1	J.Parkin (31/08/2006) <b>Not maintaining after this date</b>
	North Park Primary	1	J.M.Marr
	Ox Close Primary	1	<b>Not maintaining</b>
	Rosa Street Primary	1	Mrs.S.I.Plews (03/11/2009) <b>Not maintaining after this date</b>
	Tudhoe Colliery Primary	1	J.V.Graham
	Tudhoe St. Charles Primary School	1	Miss S.L.Armstrong (31/08/2006) <b>Not maintaining after this date</b>

## Spennymoor Town Council

**C Y C L E   O F   M E E T I N G S**

2006/2007

<b>Meeting</b>	<b>2006</b>	<b>2007</b>
Allotment Cttee / Finance & General Purposes Cttee	6 <sup>th</sup> June	2 <sup>nd</sup> January
Planning & Highways Cttee / Services & Amenities Cttee	13 <sup>th</sup> June	9 <sup>th</sup> January
Council	27 <sup>th</sup> June	23 <sup>rd</sup> January
Allotment Cttee / Finance & General Purposes Cttee	4 <sup>th</sup> July	6 <sup>th</sup> February
Planning & Highways Cttee / Services & Amenities Cttee	11 <sup>th</sup> July	13 <sup>th</sup> February
Council	25 <sup>th</sup> July	27 <sup>th</sup> February
<i>R E C E S S</i>		
Allotment Cttee / Finance & General Purposes Cttee	5 <sup>th</sup> September	6 <sup>th</sup> March
Planning & Highways Cttee / Services & Amenities Cttee	12 <sup>th</sup> September	13 <sup>th</sup> March
Council	26 <sup>th</sup> September	<b>27<sup>th</sup> March *</b>
Allotment Cttee / Finance & General Purposes Cttee	3 <sup>rd</sup> October	3 <sup>rd</sup> April
Planning & Highways Cttee / Services & Amenities Cttee	10 <sup>th</sup> October	10 <sup>th</sup> April
Council	24 <sup>th</sup> October	24 <sup>th</sup> April
Allotment Cttee / Finance & General Purposes Cttee	7 <sup>th</sup> November	
Planning & Highways Cttee / Services & Amenities Cttee	14 <sup>th</sup> November	
Council	28 <sup>th</sup> November	<b>22<sup>nd</sup> May **</b>
Allotment Cttee / Finance & General Purposes Cttee	5 <sup>th</sup> December	
Planning & Highways Cttee / Services & Amenities Cttee	12 <sup>th</sup> December	
Council	19 <sup>th</sup> December	

\* **Annual Town Meeting** (27<sup>th</sup> March 2007)\*\* **Annual Meeting** (22<sup>nd</sup> May 2007)

## Spennymoor Town Council

Minutes of the proceedings of a meeting of the SPECIAL FINANCE AND GENERAL PURPOSES COMMITTEE held in the Council Chamber, Town Hall, Spennymoor on Wednesday 31<sup>st</sup> May, 2006 at 6.30p.m.

PRESENT: Councillors Miss S.L.Armstrong, J.C.Culine, J.V.Graham, I.Harrington, M.T.B.Jones, Mrs.C.Kennedy, Mrs.E.Maddison, J.Parkin, J.W.Smith, Mrs.C.Sproat, G.Tolley, F.Walker, W.Waters and Mrs.J.L.Wood

*(Councillor Mrs.J.L.Wood entered the meeting at 6.35p.m.  
Councillors Miss S.L.Armstrong and W.Waters entered the meeting at 6.37p.m.)*

Also in attendance Mrs.P.Wilson (Town Clerk)

APOLOGIES: Councillors Mrs.S.A.Fleetham, J.M.Marr and Mrs.M.Smith.

At the outset of the meeting the Town Clerk outlined that whilst the appointment of Chair, was not on the agenda, as this was the first meeting of the Finance and General Purposes Committee following the Annual Meeting of the Council it was necessary to appoint a Chair for this meeting only, in accordance with the Council's Standing Orders. The Town Clerk accordingly requested nominations.

- F.&G.P. 1/06. **APPOINTMENT OF CHAIR.**  
RESOLVED - That Councillor I.Harrington be appointed as Chair for the meeting.
- F.&G.P. 2/06. **DECLARATION OF INTERESTS.**  
RESOLVED - No personal or prejudicial interest was made by any Member.
- F.&G.P. 3/06. **EXCLUSION OF THE PRESS AND PUBLIC.**  
RESOLVED - That in accordance with the provisions of S1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by S100 of the Local Government Act 1972, the Council do now exclude the press and public for the remaining items of the Agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to the public interest.

F.&G.P.  
4/06

## **PARKS AND OPEN SPACES**

### **Jubilee Park – Wall**

Councillor Harrington introduced Jeremy Kendall of HLB Architects who outlined the findings of the Structural Engineer, Mr.Charles Blackett-Ord in relation to the above.

Following the detailed presentation including costings for 3 alternative schemes to remedy the defects to the wall, it was

RESOLVED - That the Town Clerk enters into a dialogue with the County Council regarding the remedial works required to the park wall and that a further report be presented to the Committee outlining the outcome of the related discussions.

F.&G.P.  
5/06

## **TOWN HALL**

### **Clock Tower**

Mr.Jeremy Kendall of HLB Architects outlined the situation regarding the above and the problems of water ingress, giving details of the associated costs.

Following further discussion it was

RESOLVED - That Mr.Kendall be asked to work out the full details of the intended programme of works following which the matter should be put out to competitive tender.

Councillor I.Harrington  
Chair

## Spennymoor Town Council

Minutes of the proceedings of a meeting of the ALLOTMENTS COMMITTEE held in the Council Chamber, Town Hall, Spennymoor on Tuesday 6<sup>th</sup> June, 2006 at 6.45p.m.

PRESENT: Councillors J.V.Graham, I.Harrington, M.T.B.Jones, Mrs.E.Maddison, J.M.Marr, Mrs.S.I.Plews, J.W.Smith, Mrs.C.Sproat, G.Tolley, F.Walker, W.Waters, and Mrs.J.L.Wood.

Also in attendance Mrs.P.Wilson (Town Clerk)  
Mrs.B.Fryer (Principal Admin Officer)

APOLOGIES: Councillors J.C.Culine, Mrs.S.A.Fleetham, J.Parkin, Mrs.M.Smith and P.Welsh.

A.1/06. **APPOINTMENT OF CHAIR.**

RESOLVED - That Councillor G.Tolley be appointed as Chair of the Committee for the ensuing year.

A.2/06. **APPOINTMENT OF VICE-CHAIR.**

RESOLVED - That Councillor Mrs.C.Bainbridge be appointed as Vice-Chair of the Committee for the ensuing year.

A.3/06. **DECLARATION OF INTERESTS.**

RESOLVED - No personal or prejudicial interest was made by any Member.

A.4/06. **SPENNYMOOR ALLOTMENT ASSOCIATION.**

RESOLVED - That the notification of the resignation of Mr. N. Freeman as Secretary of the above, be received and a letter of appreciation be sent.

A.5/06. **TUDHOE ALLOTMENTS**

**Storage Container**

Reference was made to Minute A.12/06 and consideration was given to letter received 2<sup>nd</sup> May, 2006 from Mr. M .Burns, Secretary on behalf of Mr Harrison.

RESOLVED - That the application be refused, as the use of such metal containers was contrary to Council Policy.

A.6/06. **BYERS GREEN ALLOTMENTS.**

Reference was made to Minute A.99/05 and further consideration was given to this deferred matter and to the out come of the Site Meeting held on Friday 5<sup>th</sup> May, 2006 and the report of the Town Clerk.

RESOLVED - That a further report be submitted to the next meeting together with details of the Lease with the Church Commissioners.

A.7/06.

**ALLOTMENTS.**

**Issuing of Notice to Quit.**

Consideration was given to the report of the Town Clerk.

RESOLVED - That the recommendation of the Town Clerk be approved and implemented.

A.8/06.

**SELF MANAGEMENT OF ALLOTMENTS.**

Considerable discussion ensued on this matter and it was

- RESOLVED -
- i) That the Town Clerk be authorised to obtain valuations of the Allotment Estates from the District Valuation Office;
  - ii) That a Sub-Committee be formed to investigate the feasibility of Self Management – Members to advise the Town Clerk of their interest to be appointed onto this Sub-Committee; and
  - iii) That the invitation from Peter Horrocks to visit his site in Newcastle be accepted and Members and Allotment Secretaries/Stewards be invited to attend.

A.9/06 .

**EXCLUSION OF THE PRESS AND PUBLIC.**

RESOLVED - That in accordance with the provision of S1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by S100 of the Local Government Act 1972, the Council do now exclude the press and public for the remaining items of the Agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to public interest.

A.10/06.

**NORTH ROAD POULTRY CENTRE.**

Reference was made to Minute A.96/05 and further consideration was given to this matter and to the report of the Site Meeting held on Friday 5<sup>th</sup> May, 2006 and letter dated 5<sup>th</sup> May, 2006 from Environmental Health Officer, Sedgfield Borough Council.

- RESOLVED -
- i) That the recommendation of the Town Clerk be approved and implemented; and
  - ii) That Notice to Quit be issued if the problems are not remedied.

**MERRINGTON LANE ALLOTMENTS**

A.11/06.

**Fence**

Consideration was given to memo dated 24<sup>th</sup> May, 2006 from M. Foxton, Project Manager.

RESOLVED - That the recommendation of the Project Manager be approved and implemented.

**EDEN ROAD ALLOTMENTS**

A.12/06.

**Water Tap**

Consideration was given to memo dated 18<sup>th</sup> May, 2006 from M. Foxton, Project Manager.

RESOLVED - That the report of the Project Manager be approved and implemented subject to clarification of the labour charge.

There being no further business, the Chair declared the meeting closed.

Councillor G.Tolley  
Chair

## Spennymoor Town Council

Minutes of the proceedings of a meeting of the FINANCE AND GENERAL PURPOSES COMMITTEE held in the Council Chamber, Town Hall, Spennymoor on Tuesday 6<sup>th</sup> June, 2006 on the rising of the Allotments Committee.

PRESENT: Councillors J.V.Graham, I.Harrington, M.T.B.Jones, Mrs.E.Maddison, J.M.Marr, Mrs.S.I.Plews, J.W.Smith, Mrs.C.Sproat, Mrs.E.Summerson, G.Tolley, F.Walker, W.Waters and Mrs.J.L.Wood.

Also in attendance Mrs.P.Wilson (Town Clerk)  
Mrs.B.Fryer (Principal Admin Officer)

APOLOGIES: Councillors J.C.Culine, Mrs.S.A.Fleetham, J.Parkin and P.Welsh.

F.&G.P. **APPOINTMENT OF CHAIR.**  
1/06. RESOLVED - That Councillor I.Harrington be appointed as Chair of the Committee for the ensuing year.

F.&G.P. **APPOINTMENT OF VICE-CHAIR.**  
2/06. RESOLVED - That Councillor J.Parkin be appointed as Vice-Chair of the Committee for the ensuing year.

F.&G.P. **DECLARATION OF INTERESTS.**  
3/06. RESOLVED - Declarations of personal interests were received from Councillors S.I.Plews and G.Tolley.

**FINANCIAL ASSISTANCE.**  
F.&G.P. **Northern Region Brass Band Trust**  
4/06. Consideration was given to letter dated 20<sup>th</sup> April, 2006 from the Secretary of the above.  
  
RESOLVED - That a grant of £500 be made in accordance with S.137 of the Local Government Act 1972 subject to children from Spennymoor benefiting.

F.&G.P. **Byers Green Village Hall Community Association**  
5/06. Consideration was given to letter dated 27<sup>th</sup> April, 2006 from Mrs. N. Dent, Secretary.  
  
RESOLVED - That consideration of this matter be deferred until the S.137 form is received.

F.&G.P. **Town Council Netball Competition – Ox Close Primary School**  
6/06. Consideration was given to letter dated 2<sup>nd</sup> May, 2006 from the Head teacher.  
  
RESOLVED - That a grant of £100 be made in accordance with S.137 of the Local Government Act 1972.

- F.&G.P.  
7/06.      **British Red Cross – Country Fair**  
Consideration was given to letter received on 10<sup>th</sup> May, 2006 from the above.
- RESOLVED -      That the letter be received and the Town Council agree to supply a floral display and the Display Board.
- F.&G.P.  
8/06.      **Open Spaces Society**  
Consideration was given to letter dated 18<sup>th</sup> May, 2006 from R. Legg, Chairman.
- RESOLVED -      That a grant of £100 be made in accordance with S.137 of the Local Government Act 1972.
- F.&G.P.  
9/06.      **Spennymoor/Ferryhill RNA**  
Consideration was given to the completed S137 Application form from Mrs. C. Lewarne, Chairman of the above.
- RESOLVED -      That consideration of this matter be deferred pending clarification on whether other quotations were requested.
- F.&G.P.  
10/06.      **Spennymoor West WI**  
Consideration was given to the completed S137 Application form from Mrs. E. Richmond, President of the above.
- RESOLVED -      That a grant of £100 be made in accordance with S.137 of the Local Government Act 1972.
- F.&G.P.  
11/06.      **St Paul’s Parochial Church Council**  
Consideration was given to the completed S137 Application form from Mrs. D. Richardson, Treasurer of the above.
- RESOLVED -      That a grant of £1,000 be made in accordance with S.137 of the Local Government Act 1972, subject to clarification whether other quotations were requested.
- F.&G.P.  
12/06.      **Middlestone Moor Community Centre 18<sup>th</sup> Annual Open Leek, Flower and Vegetable Show**  
*(Councillor G. Tolley declared a personal interest in this item and left the meeting)*  
Consideration was given to letter dated 25<sup>th</sup> May, 2006 from P. Kelly, Show Secretary.
- RESOLVED -      That a grant of £300 be made in accordance with S.137 of the Local Government Act 1972.

F.&G.P. **King Street Kids Library Committee.**  
13/06. Consideration was given to letter received from the above.

RESOLVED - That a grant of £50 be made in accordance with S.137 of the Local Government Act 1972.

F.&G.P. **Spennymoor Gala and Aged Persons Treat Fund Committee**  
14/06. *(Councillor Mrs.S.I.Plews declared a personal interest in this item and left the meeting)*

Consideration was given to the completed S137 Application Form from B. Summers, Treasurer of the above and the verbal report of the Town Clerk.

RESOLVED - That if proved necessary a grant of £1,762.50 be made in accordance with S.137 of the Local Government Act 1972 and the outcome be reported back to Committee.

#### **CONFERENCES AND COURSES.**

F.&G.P. **National Association of Councillors – Woman Networking with Purpose Conference 16<sup>th</sup> – 18<sup>th</sup> June, 2006, Thistle Hotel Glasgow.**  
14/06.

RESOLVED - To confirm the Chair's action in authorising the attendance of two Members at the above Conference.

F.&G.P. **NAC – English Region.**

15/06. RESOLVED - To receive the report on the above held on the 8<sup>th</sup> April, 2006.

#### **COUNTY DURHAM ASSOCIATION OF LOCAL COUNCILS.**

F.&G.P. **Durham Association News.**

16/06. RESOLVED - That Issue 6 of the above be received.

#### **CCTV.**

F.&G.P. **2006/07 CCTV Service Charges.**

17/06. Further consideration was given to this matter and to letter dated 18<sup>th</sup> April, 2006 from A.Aitken, Business Manager, Sedgfield Borough Council.

After considerable discussion it was

RESOLVED - That consideration of this item be deferred pending receipt of further information.

**DURHAM COUNTY COUNCIL.**

F.&.G.P.  
18/06.

**Spennymoor Library.**

Consideration was given to letter dated 12<sup>th</sup> May 2006 from the Group Manager of the above.

RESOLVED - That the request be approved and Councillors Mrs.SI.Plews (Town Mayor), Mrs.E.Maddison and F.Walker be authorised to attend.

**ACCOUNTS FOR PAYMENT.**

F.&.G.P.  
19/06.

**Paid Accounts.**

RESOLVED - That payment of accounts in the sum of £14,405.79 authorised by the Chair of Committee and reimbursement of the Imprest Account in the sum of £43,810.24 for May be approved.

F.&.G.P.  
20/06.

**Accounts to Authorise.**

RESOLVED - i) To authorise the payment of accounts in the sum of £33,354.72 for May;  
ii) That Standing Orders be waived in order that payment can be made immediately.

F.&.G.P.  
21/06.

**EXCLUSION OF THE PRESS AND PUBLIC.**

RESOLVED - That in accordance with the provisions of S1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by S100 of the Local Government Act 1972, the Council do now exclude the press and public for the remaining items of the Agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to the public interest.

F.&.G.P.  
22/06.

**THE BREWERY FIELD.**

Consideration was given to letter dated 12<sup>th</sup> May, 2006 from K.Houlahan, Chief Executive of Spennymoor Town F.C and to the verbal report of the Town Clerk.

RESOLVED - i) That the letter be received;  
ii) That the Chair and Vice-Chair of Committee be authorised to call a Special Meeting with the Officials of the Football Club.

F.&.G.P.  
23/06.

**BYERS GREEN GARAGES.**

**Garage 9.**

Consideration was given to the report of the Town Clerk.

RESOLVED - That the report of the Town Clerk be received and implemented.



## Spennymoor Town Council

Minutes of the proceedings of a meeting of the PLANNING AND HIGHWAYS COMMITTEE held in the Council Chamber, Town Hall, Spennymoor on Tuesday 13<sup>th</sup> June, 2006 at 6.45p.m.

PRESENT: Councillors Miss S.L.Armstrong, Mrs. C. Bainbridge J.C.Culine, J.V.Graham, I.Harrington, Mrs.C.Kennedy, J.M.Marr, Mrs.S.I.Plews, J.W.Smith, G.Tolley, F.Walker and Mrs.J.L.Wood.

Also in attendance G. Nicklin (Principal Finance Officer)  
Miss E.V.Russell (Admin Assistant)

APOLOGIES: Councillors Mrs.S.A.Fleetham, M.T.B.Jones, Mrs.E.Maddison, J.Parkin, Mrs.M.Smith, Mrs.C.Sproat, Mrs.E.Summers, W. Waters and P. Welsh.

P.&.H.. **APPOINTMENT OF CHAIR.**  
1/06. RESOLVED - That Councillor Miss. S.L.Armstrong be appointed as Chair of the Committee for the ensuing year.

P.&.H. **APPOINTMENT OF VICE-CHAIR.**  
2/06. RESOLVED - That Councillor Mrs.C.Kennedy be appointed as Vice-Chair of the Committee for the ensuing year.

P.&.H. **DECLARATION OF INTERESTS.**  
3/06. RESOLVED - No personal or prejudicial interest was made by any Member.

P.&.H. **POLICE REPORT**  
4/06. Councillor Miss S.L.Armstrong read out the Police Report that had been left for Members.  
  
RESOLVED - That Standing Orders be waived to enable the Council to write to the Police expressing concerns over having not received a reply regarding withdrawal of police attendance at meetings and expressing their greater concern over the removal of a Beat Officer from the Tudhoe Ward.

P.&.H. **PLANNING APPLICATIONS.**  
5/06. Members had before them the schedule of planning applications received to date from Sedgfield Borough Council, since the last meeting and the comments made upon them by the Chairman.

RESOLVED - That the information and the Chairman's action be received and noted.

P.&.H.  
6/06.

**PLANNING DECISIONS.**

Members had before them details of planning decisions made by Sedgefield Borough Council.

RESOLVED - That the information be received and noted.

P.&.H.  
7/06.

**Vodafone Ltd. – Proposed Alterations to Existing Mobile Phone Base Station at Cell ID: 4511C – Spennymoor Secondary School, Whitworth Terrace, Spennymoor**

Consideration was given to letter dated 5<sup>th</sup> May, 2006 from MONO Consultants Ltd.

RESOLVED - That the information be received and noted.

**FOOTPATHS AND PUBLIC RIGHTS OF WAY**

P.&.H.  
7/06.

**Byers Green**

RESOLVED - That the notification dated 3<sup>rd</sup> May 2006 from Durham County Council be received and noted.

P.&.H.  
8/06.

**Un-named Footpath off St.Andrews Lane, Spennymoor  
Temporary Footpath Closure**

Consideration was given to letter dated 10<sup>th</sup> May, 2006 from Durham County Council.

RESOLVED - That the contents of the letter be received and noted.

There being no further business, the Chair declared the meeting closed.

Councillor Miss S.L.Armstrong  
Chair

## Spennymoor Town Council

Minutes of the proceedings of a meeting of the SERVICES AND AMENITIES COMMITTEE on Tuesday, 13<sup>th</sup> June, 2006 on the rising of the Planning and Highways Committee.

PRESENT: Councillors Miss S.L.Armstrong, Mrs. C. Bainbridge, J.C.Culine, J.V.Graham, I.Harrington, Mrs.C.Kennedy, Mrs.E.Maddison, Mrs.S.I.Plews, J.M.Marr, J.W.Smith, G.Tolley, F.Walker and Mrs.J.L.Wood.

Also in attendance G. Nicklin (Principal Finance Officer)  
Miss E.V.Russell (Admin Assistant)

APOLOGIES: Councillors Mrs.S.A.Fleetham, M.T.B.Jones, J.Parkin, Mrs.M.Smith, Mrs.C.Sproat, Mrs.E.Summerson, W. Waters and P. Welsh.

S.&.A. **APPOINTMENT OF CHAIR.**  
1/06. RESOLVED - That Councillor J.C.Culine be appointed as Chair of the Committee for the ensuing year.

S.&.A. **APPOINTMENT OF VICE-CHAIR.**  
2/06. RESOLVED - That Councillor J.W.Smith be appointed as Vice-Chair of the Committee for the ensuing year.

S.&.A. **DECLARATION OF INTERESTS.**  
3/06. RESOLVED - No personal or prejudicial interest was made by any Member.

S.&.A. **BRITISH RED CROSS – COUNTRY FAIR**  
4/06. Consideration was given to letter dated 28<sup>th</sup> April, 2006 from the Fundraising Department of the above.

RESOLVED - That the Town Council agree to supply a floral display and the Display Board.

S.&.A. **ARCHIVING OF CEMETERY RECORDS.**  
5/06. Reference was made to Minute S.&.A.50/05 and consideration was given to the report of the Town Clerk

RESOLVED - That Standing Orders be waived to enable the Archiving of the Cemetery Records to proceed.

S.&.A. **LOCAL AUTHORITY BYELAWS IN ENGLAND: A DISCUSSION PAPER.**  
6/06. Consideration was given to letter dated 12<sup>th</sup> April, 2006 from the Office of the Deputy Prime Minister.

RESOLVED - That the information be received and noted

S.&.A.  
7/06.                   **NORTHUMBRIA IN BLOOM COMPETITION.**  
Consideration was given to the report of the Project Manager following the Spring Judging.

RESOLVED -           That the item be deferred for further discussion with the Town Clerk.

S.&.A.  
8/06.                   **FOOTBALL FIELDS.**  
**Applications for Allocation of Football Fields 2006/07 Season.**  
Consideration was given to the schedule of applications for use of the above.

RESOLVED -           i) That the applications be approved for the use of the Town Council Fields;  
  
                                  ii) To ascertain if Byers Green Under 14's and 15's and the Victoria Football Team still require a field – if not then allocate The Ash Tree to an available pitch.

S.&.A.  
9/06.                   **EXCLUSION OF THE PRESS AND PUBLIC.**  
RESOLVED -           That in accordance with the provisions of S1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by S100 of the Local Government Act 1972, the Council do now exclude the press and public for the remaining items of the Agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to the public interest.

S.&.A.  
10/06.                 **PARKS AND OPEN SPACES.**  
**Jubilee Park – Siting of Memorial.**  
Consideration was given to letter 5<sup>th</sup> May, 2006 from Joanne Murphy requesting permission for the siting of a permanent Memorial in Jubilee Park.

RESOLVED -           That the item be deferred to enable the Town Clerk, Chair and Vice-Chair to meet with the family to discuss the request further.

**The Chairman of the meeting Councillor J.C.Culine exercised his statutory discretion to take two urgent items of Council business which were not on the Committee Agenda.**

S.&.A.  
11/06.

**SPENNYMOOR HERITAGE BANNER APPEAL**

*(Councillors J.M.Marr, J.V.Graham and F. Walker declared a personal interest in the matter and left the meeting)*

To give consideration to the informal request from the Heritage Banner Committee to arrange for the five existing Miners Banners to be returned to the Town Hall for public display on Friday 7<sup>th</sup> July, 2006.

RESOLVED - That the request be agreed.

S.&.A.  
11/06.

**SUMMER SPLASH PLAYSCHMES**

Reference was made to Minute F.&.G.P.256/05 and further consideration was given to this deferred matter.

- RESOLVED -
- i) That Standing Orders be waived to proceed with the support to the scheme;
  - ii) That an appraisal on the activities is carried out after the event.

There being no further business, the Chair declared the meeting closed.

Councillor J.C.Culine  
Chair