

Minutes of the **MEETING** of **BISHOP AUCKLAND TOWN COUNCIL** held in the Wesley Room at the Four Clocks Centre, Bishop Auckland on **TUESDAY 3RD MARCH 2015** at 6.00 p.m.

Present: Councillor Race (Mayor), and Councillors Anderson, Brownson, Fleming, Golightly, Lethbridge, Wilson, A. Zair, L. Zair and S. Zair

Also Present: Clive Auld, Dave. Hunter (Bishop Auckland Town Team, Sheila Horner (Assistant Town Clerk) and David Anderson (Town Clerk)

TC.127/14 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Blackburn.

TC.128/14 PUBLIC PARTICIPATION

No issues were raised under this item.

TC.129/14 DECLARATIONS OF INTEREST

No declarations of interest were submitted.

TC.130/14 FOOD FESTIVAL 2015

This item had been withdrawn from the agenda as a separate meeting had been arranged with the organisers of the Food Festival.

TC.131/14 MINUTES OF THE COUNCIL MEETING HELD ON 20th JANUARY 2015

RESOLVED: That the Minutes be approved as a correct record.

TC.132/14 MINUTES OF COMMITTEES

- a. Planning, 20th January 2015
- b. Finance Committee, 24th February 2015
- c. Allotments & Environment Committee, 24th February 2015

RESOLVED: That the Minutes be approved and adopted.

There were no matters arising

TC.133/14 BISHOP AUCKLAND TOWN TEAM – NEWS STREAM

The Mayor informed Members that the Town Team had republished an article that had appeared in the Northern Echo regarding him joining UKIP. In his opinion the Town Team had acted politically in republishing the article and proposed that in future such articles should be approved prior to publication.

A comprehensive debate took place with various views being expressed regarding whether the Town Team had acted politically or merely republished an article relating to Bishop Auckland as was common practice. The Chairman of the Town Team also participated in the debate.

Following a lengthy debate it was agreed that the information be noted.

RESOLVED: That the information be noted

TC.134/14 REPORT OF TOWN MAYOR

The Mayor reported that he had attended the following events since the last Council meeting including.

1 st February 2015	Attended Junior Table Tennis Tournament organised by Bishop Auckland Table Tennis Club.
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Signed:
Town Mayor

27th February 2015 Launched Land's End to John O'Groats cycle challenge at Tesco Extra in aid of British Heart Foundation, Diabetes UK and Wolsingham School and Community College's appeal to raise £2,000 for an oxygen concentrator at Weardale Community Hospital in Stanhope

RESOLVED: That the information be noted.

REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES AND TRAINING EVENTS

TC.135/14 TOWN TEAM

Clive Auld updated members on recent activities of the Town Team

Arrangements were being made for the installation of banners on lampposts in Newgate Street. New fixings had been purchased to give improved protection against the wind.

A 'Sing-a-long with Frozen' event had been arranged to be held in the Town Hall on 1st April 2015. Characters would be present to entertain the children and provide photo opportunities.

A bid had been made to Scotto Trust for funding to assist with events. A meeting was to be held on 16th March to discuss the bid with a representative of Scotto Trust.

RESOLVED: That the information be noted.

TC.136/14 THE BIG LOCAL – GAUNLESS GATEWAY

Members were updated with regard to the Big Local project. Meetings had taken place with national representatives of the Big Local. Taking into advice received a bid was to be submitted for a 2 year pilot project supporting apprenticeships and employability based in the walled garden at Auckland Castle.

RESOLVED: That the information be noted.

TC.137/14 LARGER LOCAL COUNCILS FORUM

Councillor Fleming and the Town Clerk had attended a meeting of the Larger Local Councils Forum on 13th February 2015. Issues discussed included:-

- Feedback from meeting of CDALC Executive Committee (3 December 2014), Local Councils Working Group (9 December 2014) and the NALC Larger Councils Committee (20 January 2015).
- The launch of the 'Biggest ever crackdown on Fly tipping' led by Durham County Council. It was noted that parish and town councils had the opportunity to purchase a covert CCTV camera for use in their area. A report would be submitted to the next Council meeting.
- The updated Local Council Award Scheme
- Mike Allum, Durham County Council Planning Services, was present to seek assistance of parish and town councils to help the County Council map every area of open space in County Durham.

Signed:
Town Mayor

The minutes of the meeting would be circulated in due course.

RESOLVED: That the information be noted.

REPORT OF TOWN CLERK

TC.138/14 FIREWORKS DISPLAY FOR BISHOP AUCKLAND AND SHILDON

Consideration was given to a proposal from the Bishop Auckland and Shildon Area Action Partnership to hold a fireworks display on Saturday 7th November 2015. The display would be held on land opposite Bishop Auckland Football Club with a section of the A688 being closed to traffic to enable the public to use it as a viewing area.

The cost of running the event was in the region of £35,000, which included the cost of fireworks, barriers and road closures. A number of Durham County Councillors had indicated that they were willing to donate £3,000 from Neighbourhood Budget funding.

The AAP were seeking support from each parish and town council in the AAP area. A contribution of £3,000 was suggested.

RESOLVED: That a contribution of £3,000 be donated to the proposed firework display.

TC.139/14 REVIEW OF EVENTS

Members noted that a workshop was held on 10th February 2015 for members to review the regular events arranged by the Town Council. The following proposals were considered.

Bishop Auckland in Bloom Competition

Members noted that interest in the competition had waned in recent years. A great deal of effort had to be made the previous year to encourage entry into the competition. Despite this only 27 separate applications were submitted across all categories.

In view of this it was suggested that a Bishop Auckland Town Show be held in place of the Bishop in Bloom competition. This could be run along the lines of a traditional town fete which could include a traditional flower/vegetable show to attract keen gardeners along with other competitions involving baking, flower arranging, jams for example to engage with other local groups. A competition could also be run to engage with local school children.

South Durham Enterprise Agency would be resuming the weekly market from May 2015, supplemented with a specialist markets held on the second Saturday of the month. Discussions had been held with the Agency who were be agreeable to arrange a garden/plant themed market on the same day to complement the Town Show. The suggested date was 15th August 2015. The Town Hall would seem to be a suitable venue for the Town Show with the market being held in Market Place.

RESOLVED: That a Town Show be held in August 2015 in place of Bishop Auckland in Bloom.

Youth Awards Competition

Members noted that the original aims of the project based event were not being met and that number and quality of applications had reduced.

It was proposed that the focus of the Youth Awards be on acknowledging and rewarding young people that had made a significant contribution or achievement,

Signed:
Town Mayor

possibly overcoming difficulties to do so. Young people up to the age of 21 could be nominated for an award. Nominations could be sought on an open category basis then filtered and judged with an awards ceremony held in June each year.

RESOLVED: That the format of the Youth Awards be amended to recognise significant contributions or achievements of young people.

TC.140/14 TRAINING EVENT - ANNUAL RETURNS AND DATA TRANSPARENCY

24TH MARCH 2015, 6.00 P.M. COUNTY HALL

Consideration was given to attendance at a training event on annual returns and data transparency which would include:-

- the Annual Audit process
- the completion of your annual return
- the Transparency Code

The cost of the training is £30 per attendee

RESOLVED: That the Chairman of Finance Committee and the Assistant Town Clerk attend the training.

TC.141/14 RISK MANAGEMENT

Members noted that the Council was required to assess its risks and put in place controls to mitigate any significant risk. Failure to manage risk effectively could be expensive in terms of litigation, reputation and the ability to achieve desired targets.

Consideration was given to a Risk Assessment. Potential risks had been reviewed against a risk matrix to measure the level of risk taking into account the likelihood of an event and its consequences. Controls had been identified to reduce the likelihood or consequence of the event.

RESOLVED: That the Risk Assessment be approved.

TC.142/14 AUDIT PLANNING DIARY 2015/16

Consideration was given to an audit planning diary and plan for the 2015/16 financial year.

RESOLVED: That the Audit Planning Diary 2015/16 be approved

TC.143/14 THE REVIEW OF THE EFFECTIVENESS OF THE SYSTEM OF INTERNAL AUDIT

Detailed consideration was given to a review of the effectiveness of the system of internal audit.

RESOLVED: That the Review of the Effectiveness of the System of Internal Audit be noted and approved.

TC.144/14 TOPICS FOR FUTURE DISCUSSION

The following would be invited to attend an appropriately timed meeting to update the Town Council on their activities:

- Mike Richardson, Durham County Council Events Team, Velo 2015 (23rd June 2015)

Signed:
Town Mayor

TC.145/14 EXCLUSION OF PRESS AND PUBLIC

In accordance with the provisions 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 excluded the press and public 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 the public interest.

TC.146/14 APPOINTMENT OF INTERNAL AUDITOR

In accordance with normal practice the Council was required to appoint an Internal Auditor to carry out an audit for the year ending 31st March 2015.

Mr. Mike Ackroyd has carried out the Town Council's audit over the last 8 years and it was therefore suggested that his services be commissioned again to carry out this work. Members noted Mr Ackroyd fees.

RESOLVED: That Mike Ackroyd be appointed to carry out an internal audit for the year ending 31st March 2015

Signed:
Town Mayor