A meeting of Bishop Auckland Town Council was held in the Wesley Room at the Four Clocks Centre, Bishop Auckland on Tuesday, 29th October 2019 at 6.00 p.m.

Present: Councillor Allen (Mayor) and Councillors Blackburn, Brownson, Chappell, Cullen, Wilson, L. Zair and S Zair.

Also Present: Clive Auld and Nigel Bryson (Bishop Auckland Town Team)
David Anderson (Town Clerk)

Public in Attendance: None

TC.79/19 APPOINTMENT OF CHAIRMAN, PRO TEM
Councillor Allen (Mayor) had indicated that she would be late to the meeting. In the absence of the Mayor and Deputy Mayor, nominations were sought for a chair, pro tem.

> **RESOLVED:** That Councillor Brownson be appointed chairman of the meeting, pro tem.

TC.80/19 APOLOGIES FOR ABSENCE
Apologies were submitted by Councillors Blackburn, Fleming, Newton Woods and A Zair.

TC.81/19 DECLARATIONS OF INTEREST
No declarations of interest were submitted.

TC.82/19 PUBLIC PARTICIPATION
No public were in attendance

N.B. Councillor Allen, (Mayor) in the chair

PRESENTATIONS

TC.83/19 BISHOP AUCKLAND TOWN TEAM

Core Team
Nigel Bryson, Chairman of the Town Team, gave an overview of various regeneration activities within the town centre which were being undertaken by partner organisations, Including: -

- **Kynren** The final Kynren show was held on 14th September. The shows had been well attended throughout the season and had continued to received excellent reviews and was still listed in the top 5 performances in the UK on TripAdvisor.

  A 'pyromusical' fireworks display would be held on 2nd November. It was understood that 95% of tickets had been sold.

- **Auckland Castle** would be opening on 2nd November 2019

- **Free Public WiFi** was progressing. Access points had been installed and would be tested in the next few weeks. Members were reminded that DCC were leading the project and funding capital costs of the project. The Town Team and Town Council were helping to fund the revenue costs.

Signed: …………………………
Town Mayor

- **Northumbria in Bloom** - noted that Bishop Auckland had won the 'Town' category of the competition. The Kynren site had won the 'Best Tourist or Visitor Attraction, or Country Estate' category. The Auckland Project won silver guilt in the best conservation category.

- **Environment Awards** - Bishop Auckland had also featured heavily in the Environment Awards hosted by County Durham Environment Partnership. The Auckland Project's Auckland Tower was one of the top three projects. Volunteers for Eleven Arches had been awarded outstanding status. The Park Head Hotel, was judged outstanding in recognition of its environmental initiatives. Cultivate 4 Life won the Volunteer Group of the Year category.

Events Team

Clive Auld, Chairman of the Events Team, gave an update with regard to recent activity of the Events Team.

Spooky Saturday was held on 26th October 2019. A number of performances were held in Newgate Centre and various locations in the town centre. A pumpkin parade had also been held in the town centre.

The Events Team were assisting with electric vehicle roadshow which was being held in the Market Place on Monday 4th November.

Arrangements were being made for this year's Advent Windows project, which would be based on models of the Joseph and his twelve sons depicted in Zurbaran's paintings. The project would culminate in a parade to St Peter's Chapel to form a nativity scene.

Small Business Saturday would also be promoted by the Town Team.

RESOLVED: That the information be noted

TC.84/19 MINUTES OF PREVIOUS MEETINGS

Town Council	10th September 2019
Planning Committee	10th September 2019
Events Committee	17th September 2019
Human Resources Committee	23rd September 2019
Allotments & Environment Committee	8th October 2019
Finance Committee	22nd October 2019

RESOLVED: That the Minutes be approved as a correct record and recommendations contained therein be adopted

There were no matters arising

TC.85/19 REPORT OF MAYOR

Members noted a report of the Mayor detailing the events attended since the last meeting. (For copy see file of Minutes).

It was noted that the Mayor had not been able to attend the Shildon Town Council's event held on 24th October 2019 or the presentation to Tindale Crescent Homing Society on 26th October 2019.

RESOLVED: That the information be noted.

Signed: …………………………
Town Mayor

REPORT OF TOWN CLERK

TC.86/19 INSURANCE COVER 2019/20
Consideration was given to a report giving details of quotations received in relation to the Council's current and future insurance requirements for 2019/20. (For copy see file of Minutes)

Members noted that Council, at its meeting held on 9th September 2019, agreed to authorise the Town Clerk, in consultation with the Mayor and Chairman of Finance Committee, to accept the most appropriate quotation received in respect of insurance cover for 2019/20. (Minute No TC.74/19 refers). It was noted that the lowest quotation was received from CAS Ltd. This quotation was therefore accepted.

The Council's insurance requirements would be reviewed in relation to the new premises.

> **RESOLVED:**   That the action of the Town Clerk, in consultation with the Mayor and Chairman of Finance Committee, be endorsed.

TC.87/19 ICT EQUIPMENT
Consideration was given to a report regarding the purchase of ICT equipment. (For copy see file of Minutes).

Members noted that ICT equipment was procured via Durham County Council (DCC) in June 2018 following consideration of three quotations. The cost of the equipment was cost effective at that time and given that ICT support was provided by DCC it was proposed that equipment should be procured via them.

An order for the purchase of a new desktop computer had been placed with DCC by the Town Clerk, in consultation with the Chairman of Finance Committee, to ensure the desktop was installed prior to the Events and Projects Officer being in post.

Members considered two options for the purchase of a laptop.

> **RESOLVED:**   1.   That the actions of the Town Clerk, in consultation with the Chairman of Finance Committee, placing an order with Durham County Council to purchase a desktop be endorsed.
>
>   2.   That an order be placed with Durham County Council to purchase the laptop identified as option 1 in the report.

TC.88/19 NEW PREMISES APPLICATION, 17 CHESTER STREET, BISHOP AUCKLAND REVIEW OF ASSET REGISTER
Consideration was given to an application for a new premises licence at 17 Chester Street, Bishop Auckland. (For copy see file of Minutes)

Members expressed concern about the opening hours, in particular potentially operating from 8.00 am in the vicinity of a school. It was considered that operating from 5.00 pm until midnight would be preferable to avoid the ability of selling alcohol in close proximity of a school during school hours and also to minimise potential disturbance to local residents after midnight.

Members were also of the opinion that a temporary licence should be granted until the full impact of a new licenced premises in that location could be assessed.

Signed: ………………………
Town Mayor

RESOLVED: That the above comments be submitted to Durham County Council.

TC.89/19 BISHOP AUCKLAND FOOD FESTIVAL

Consideration was given to a request by Durham County Council, organiser of Bishop Auckland Food Festival, for the Town Council to confirm its financial contribution for 2020. (For copy see file of Minutes).

RESOLVED: That The Town Council confirm its £10,000 contribution to Bishop Auckland Food Festival 2020 and appropriate budget provision be allocated in the 2020/21 budget.

TC.90/19 COUNTY DURHAM CLIMATE CHANGE EMERGENCY

Consideration was given to the Town Council's response to the climate emergency declared by Durham County Council. (For copy see file of Minutes).

RESOLVED: 1.   That the Town Council endorses the Climate Emergency declared by Durham County Council for County Durham.

          2.   That the Town Council signs up to the Investors in the Environment scheme and makes the following pledge:-

             Bishop Auckland Town Council endorses the climate emergency declared for County Durham and adopts the target of being 60% carbon neutral by 2030 and will investigate what further actions the Town Council can adopt to help make the County carbon neutral by 2050.

TC.91/19 TRAINING EVENT - PLANNING

Consideration was given to attendance at a training event regarding the planning process which was to be held on 26th November 2019 at 6.00 p.m. (For copy see file of Minutes).

It was noted that a Finance Committee was scheduled to be held on 26th November at 5.00 pm.

RESOLVED: That any member wishing to attend the training session contact the Town Clerk so that arrangements can be made.

TC.92/19 CHRISTMAS CLOSURE

Consideration was given to Christmas closing for 2019. (For copy see file of Minutes).

RESOLVED: That the Town Council office be closed from Monday 23rd December 2019 and reopen on Thursday, 2nd January 2020.

TC.93/19 TOPICS FOR FUTURE DISCUSSION

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

- Jill Wood, Bishop Auckland Food Festival (3rd December 2019)
- Sue Jacques, Chief Executive, County Durham & Darlington NHS Foundation Trust, regarding proposed changes to services at Bishop Auckland Hospital

Informal briefing
- Public WiFi Demonstration (2nd December 2019)

Signed: ………………………
Town Mayor

TC.94/19 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.

REPORT OF TOWN CLERK (CONTINUED)

TC.95/19 OFFICE ACCOMMODATION
Consideration was given to a report updating members on the current situation regarding the purchase of office accommodation. (For copy see file of Minutes)

RESOLVED: That the information be noted and the actions taken be endorsed.

TC.96/19 CODE OF CONDUCT - MONITORING OFFICER'S DECISION NOTICES
Members noted the Monitoring Officer's decision notices. (For copy see file of Minutes).

RESOLVED: That the information be noted.

Signed: ………………………
Town Mayor