

BISHOP AUCKLAND TOWN COUNCIL MINUTES
Minutes of the meeting 22 October 2024
Held at Bishop Auckland Town Council Offices, Kingsway Court, Bishop Auckland

In Attendance: M Harker (chair) Councillors K Lawson, A Legge, M Siddle, D Wilson, A Zair, L Zair, S Zair

Also Present: Vicki Booth (Acting Town Clerk), Fiona Clerk (Admin)

TC 079/24 Apologies for absence:

Resolved: that no apologies were received however Cllr Blackburn, Cllr Fryatt & Cllr Balmer-Howieson were absent.

TC 080/24 Declarations of Interest - To invite members to declare any interest they may have.

Resolved: no declarations of interest were made

TC 081/24 Minutes - To approve the Minutes of the following meetings:

- Full Council on 17 Sept 2024
- Extra Ordinary Council 01 Oct 2024
- HR Committee 04 Oct 2024
- Policy & Resources Committee 15 Oct 2024
- Community Committee 16 Oct 2024
- Allotment Committee 17 Oct 2024

Resolved: that the minutes were accepted however members asked why the community fund application was taken to Policy & Resources Committee rather than Community Committee. Members requested a copy of the terms of reference for both to be sent to them.

TC 082/24 Matters Arising To receive any matters arising from the above Minutes which are not included elsewhere on the agenda (for information only).

- An update was given with regards to Full Council – Acting Clerk has not yet contacted Northumbria Water regarding attending a meeting with tenants.
- An update was given with regards to Policy & Resources Committee –
 1. The Acting Clerk has started to contact local website companies to gain comparative quotes for a new website to ensure it is fit for purpose and WCAG2.2AA compliant.

Resolved: that members noted the quotes being undertaken.

- An update was given with regards to Community Committee –
 1. Hop the Train proposal is no longer taking place and the project has been pulled.
 2. Contact has now been made with Rev'd Keddily and plans have been finalised, an article was sent to the media on 21.10.24 to advise the public of this years Remembrance Service plans.
 3. A letter has been drafted to DCC with regards to the S&DR200 programme.

Resolved: that members noted the update and agreed the letter to be sent. Also requested 3 quotes need to be obtained regarding putting on an event or series of events for the SDR200 timeline. To be presented at a future meeting.

- An update was given with regards to Allotment Committee – That the discussion regarding the short, medium- and long-term plans for Mill Race should be scheduled on the next Full Council agenda. Members were given an update to the allotment officer vacancy.

Resolved: that members noted the updates and agreed that Mill Race should be discussed as a separate meeting. Acting Clerk to arrange this.

TC083/24 – Public Request Questions – An update was given that the member of the public who requested the agenda item is not attending and requested the item be deferred until March 2025.

Resolved: that members noted the update.

TC 084/24 Public Participation - To hear from any members of the public subject to [Public Participation Policy](#)

Resolved: that no members of the public were present.

TC 085/24 Reports

- a) **Durham County Council** – Cllr S Zair stated that the council tax reduction scheme will remain for the forthcoming year. That DCC has come to an agreement with the Angling Club about fishing in the local river. That he is still working on the budget for the Mill Race road to repair potholes.

Resolved: that members noted the update from Cllr S Zair

- b) **Outside Bodies representation feedback**

Resolved: no update given.

TC086/24 Report of the Mayor - the Mayor gave feedback on meetings and events he has attended.

Resolved: that members noted the Mayor's update

TC 087/24 Report of Acting Town Clerk – An update was given to members and a draft letter was presented to send to DCC regarding the Town Hall price rises.

Resolved: that members read the letter and happy for it to be sent.

TC088/24 Finance

- a. Account Balance
- b. Half Year Position Overview

- c. Lloyds Account
- d. Santander Account
- e. Budget Setting

Resolved: that members agreed for Mr A Zair to be removed as a signatory from the Lloyds account. That the Santander account is to be closed and the funds reallocated. That they had received a copy of the presentation notes from the AAP Teams meeting regarding DCC's proposed budget and are awaiting the ready reckoner and that the budget will be at Novembers Full Council with the look to have this complete by Decembers Full Council.

TC 089/24 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 do now exclude the press and public for the remaining item 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 090/24 Correspondence - details of any Correspondence (letters or email received) (standing Item)

Resolved: that members discussed each piece of correspondence.

TC 091/24 HR Update (standing Item) that members

That members agreed with MA's flexi working request and agreed with the points stipulated in the letter.