

Bishop Auckland Town Council
Minutes of the Town Council Committee

28 July 2026 at 18:00

Town Council Offices, Kingsway Court, Bishop Auckland

Cllr Present: Chair Cllr M Siddle, Cllrs M Harker, Cllr D. Wilson, D Wilkinson, L Zair, S Zair, T Redmond, R Elliott

Also present: V Booth, J Turnock

TC029/26 Apologies for Absence – apologies were accepted for Cllr Gray and Cllr Legge and Cllr Fox did not respond to the summons.

Cllr S Zair, raised a point of order to the Chair. He had had not been summoned to the meeting. He requested a Meeting with the Mayor, Clerk and Deputy to discuss why this had happened.

Resolved: that members agreed that Cllr Zair to remain, a meeting to be arranged with the Mayor, Clerk and Deputy; and members accepted the apologies for Cllr Gray and Legge.

TC030/26 - Declaration of Interests – Cllr D Wilkinson declared an interest in Bishop Press for media activities

Resolved: that members noted the declaration.

TC031/26 – Minutes - to approve the follow minutes

- 30th June 2026 Town Council Committee Meeting

Resolved: that the members noted and approved the above minutes approved by Cllr L Zair and seconded by Cllr M Siddle.

- 7th July 2026 Policy and Resources Committee

Resolved that members noted this was not quorate and there the Chair opened and closed the meeting.

- 15th July 2026 Community Committee

Resolved that the members approved the minutes with a caveat that an action to bring the transfer of funds request to Bacchanalia CIC for Christmas Town be heard at full council had not been on the agenda and therefore no funds to be transferred until resolved at a extra ordinary meeting of full council during recess.

- 21st July 2026 Allotment & Environment Committee

Resolved that the members noted and approved the above minutes approved by Cllr T Redmond and seconded by Cllr M Siddle.

Signed:

TC032/26 Action Log

Matters arising- That outstanding/ongoing actions were highlighted, and discussions took place around the proposed boundary review and Christmas Town.

That the Christmas Town funding transfer request had not been added to the agenda. A discussion took place regarding how the Council provides grants and donations. The Chair brought order and agreed that an extraordinary meeting be called to discuss further.

Resolved: the Chair tasked the Deputy Clerk with calling an extra ordinary meeting to discuss this matter. The Clerk and the Chair to discuss clarification with processes and policies on Council grants and donations. The Chair also requested only outstanding and completed actions only been brought to the Town Council meeting.

That a discussion took place around the outstanding boundary review request, that continuing to lobby for this take time and resources. However, this is part of the strategic consultation and members believe pursuing this is the best for the communities involved.

Resolved: that members confirmed that this is part of the overall strategy and therefore needed to continue to lobby for a boundary review to take place.

TC033/26– Dashboard

The Deputy Clerk gave an overview of the dashboard. Members raised the publication of information papers as well as the agenda to have the availability to raise matters with the relevant chair prior to the committee taking place. Cllr Wilkinson advised there is no subscribe button on the website for people to sign up to the newsletter.

Resolved: that the Chair agreed that the Policy and Resources Committee need to look review some processes. That members agreed papers need to be available for viewing apart from the closed part of the meeting. The Deputy Clerk was tasked to arrange a subscribe button on the website.

TC034/26– Public Participation

Resolved: No members of the public were present

TC035/26– Reports

TC035a/26 Durham County Council

Update from Tom Redmond included that

- grants for community groups of between £5 and £10K would be allocated via the Local Network funds
- 71 Newgate Street made secure after reports of trespassing

Signed:

- Recreation ground lock has been removed, and a new lock is being supplied and questions on whether the Rec could be locked on an evening.
- Dorsett place overgrown trees has been raised.
- Bowling Green no longer has access to water and a 106 monies application is being considered.
- Funds were made available for certain children's groups over the holiday period.
- Flag flying policy for the flagpole in the market place has been produced.

Cllr Elliott raised the issue that bus services at Woodhouse Close were suspended without Councillors knowledge

Resolved: Members noted the update and Cllr Redmond agreed to raise with Durham County Council that bus route suspensions should be notified to the council.

TC035b/26 Outside bodies

Cllr Harker gave an overview of the July CDALC meeting advising that a discussion took place regarding the debate whether councillor should be DBS checked.

Resolved: Members noted the update.

TC036/26– Report of the Mayor

Mayor attended the following:-

- Stronger Towns update meeting but due to the time and date the meeting became a drop in.
- Attended Kynren opening day preview.
- 'Cervo Cello' friend of the Auckland Project evening at Castle grounds.

Resolved: Members accepted the update from the Mayor.

TC037/26– Finance

The payments for authorisation report was presented, some entries showed a value of zero and this was questioned by members. A discussion took place around delegated responsibility and levels of payment approvals.

Resolved: The Chair requested the Deputy Clerk resubmit the items on the report showing zero balance at the next relevant meeting. Members approved the remaining payments, as shown in appendix 1. The Clerk and Chair to meet to discuss levels of delegated authority and update proposed policy changes.

TC038/26– Telecoms

Two external quotes and the current supplier quoted for IT supplies.

Resolved: Chair recommended that an independent person is engaged to give a specification against which the quotes can be benchmarked and revised quotes be brought to the next council for consideration, therefore the quotes and service change is on hold.

Signed:

TC039/26– Town Council Strategic Update

The Deputy Clerk gave an overview that there had been no more responses since the extension of the consultation was put in place. Input via social media channels will be summarised and considered.

Resolved: Members agreed that the Chair and Clerk look at further resources and further actions to progress the consultation.

TC040/26 Consultation – Kim McGuinness North East Public Transport Strategy

Options to support a written response from the Council were presented.

Resolved: that members agreed to support the initial consultation in principle, the Clerk is to respond and request additional information before an informed decision is made. The Deputy Clerk is to share the online survey link with members.

TC041/26 – Correspondence – NHS Services at Bishop Auckland Hospital

The Council letter submitted regarding the concerns to the proposed service changes and the response from the NHS were presented.

Resolved: that members requested that a reminder should be sent to those recipients who have not responded.

Appendix 1 – payments authorised as per TC036/26– Finance above.

ADMIN						
220	22.07.2026	£20.00	Underpayment on previous invoice	BT	Totals Business Computers Ltd. (Total Business Group)	
214	30.07.2026	£2,602.69	Staff Pensions - July 2026	EP	Bishop Auckland Town Council (BATC)	Local Government Act 1972 s 112 (1)
211	30.07.2026	£4,250.05	HMRC, Tax & NI for Staff - July 2026	EP	Bishop Auckland Town Council (BATC)	Local Government Act 1972 s 112 (1)
210	30.07.2026	£10,940.68	Staff Salaries - July 2026	EP	Bishop Auckland Town Council (BATC)	Local Government Act 1972 s 112 (1)
193	31.03.2027	£1,664.00	ICT Support, Office 365, Anti Virus, Web Domain Services 01/04/2026-31/03/2027	EP	Durham County Council	Local Government Act 1972 s.111
192	08.07.2026	£232.40	Mobile Phones 24/06/2026-23/07/2026	DD	O2 - Telefónica UK Limited	Local Government Act 1972 s.111
191	08.07.2026	£42.84	Allotment Officer, Travel Expenses 01/06/2026-30/06/2026	EP	Boody Spelk (Owen Richardson)	Local Government Act 1972 s.111
190	01.07.2026	£13.20	4x Large 1st Class Stamps, Postage for Award Certificates, Youth Awards 2026	DC	Post Office Ltd.	Local Government Act 1972 s.111
188	02.07.2026	£180.84	Telephone and Broadband - July 2026	DD	Bluecom Services Ltd.	Parish and Community Buildings - LGA 1972, s.133
176	02.07.2026	£51.88	Photocopier Usage 30/05/2026-29/06/2026	EP	Totals Business Computers Ltd. (Total Business Group)	Local Government Act 1972 s.111
184	01.07.2026	£400.00	20Hrs Social Media Services	EP	Moore Growth Marketing	Local Government Act 1972, section 142
56	08.04.2026	£2,123.37	Staff Pensions Variances - March 2026	EP	Durham County Council	Local Government Act 1972 s 112 (1)
55	08.04.2026	£681.49	Staff Pensions Correction - March 2026	EP	Durham County Council	Local Government Act 1972 s 112 (1)
168	24.06.2026	£17.98	Staff Refreshments for NALC Conference, 24th June 2026	DC	Little Waitrose & Partners (Waitrose Limited)	Local Government Act 1972 s.111
167	24.06.2026	£23.50	Staff Refreshments for NALC Conference, 24th June 2026	DC	Peter's Cafe	Local Government Act 1972 s.111
174	24.06.2026	£32.00	Car Parking for NALC Conference, 23rd-24th June 2026	DC	LNER Parking	Local Government Act 1972 s.111
179	02.07.2026	£6.25	3x Cases of Brecon Carreg Bottled Water, Railway Garden	DC	Heron Foods	Open Spaces - Open Spaces Act 1906, s.9-10
173	02.07.2026	£122.15	Photocopier Lease 01/07/2026-30/09/2026	DD	Grenke Leasing Ltd.	Local Government Act 1972 s.111
EVENTS						
219	22.07.2026	£145.00	FoT Harpist	BT	Sarah Paterson	Entertainment and the Arts - LGA 1972, s.145
217	31.07.2026	£231.48	YA 29x Trophies and 1x Mayor's Medal Engraving & 'Kings Trust' Vinyl Plaque	EP	Deco Trophies & Engraving Ltd.	Entertainment and the Arts - LGA 1972, s.145
207	10.07.2026	£2,340.00	FoT, Ornamental Scroll and Artwork Setup	EP	Walker Print Ltd.	General Power of Competence - Localism Act 2011, s.1- 8
116	09.06.2026	£275.00	YA 150x Personalised Cupcakes for Youth Awards 2026	EP	The Auckland Cupcake Co.	Entertainment and the Arts - LGA 1972, s.145
182	01.07.2026	£450.00	YA Award Winners Photoshoot and Instant Prints, Youth Awards 2026	EP	Lifetime Event Photography	Parish and Community Buildings - LGA 1972, s.133
170	23.06.2026	£150.00	YA Gold Sequin Wall with Balloon Garland and 2x Jumbo Towers, Youth Awards 2026	EP	Enchanted Events	Entertainment and the Arts - LGA 1972, s.145

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178	01.07.2026	£24.68	YA & various 15x Stainless Steel Kitchen Tongs, Youth Awards 2026	EP	Amazon Business EU S.á r.l. UK Branch (VAT No. 305 634 227)	Entertainment and the Arts - LGA 1972, s.145
ALLOTMENTS						
187	31.03.2027	£2.21	Edge Hill, Water 01/05/2026-31/05/2026	-	Wave Utilities - Edge Hill Allotment	Small Holdings and Allotments Act 1908 s26
175	02.07.2026	£1,350.00	6 Months Pest Control at Pollards, Tindale Crescent, Woodhouse Close Allotments	EP	A. Breeze Pest Control Ltd.	Small Holdings and Allotments Act 1908 s26
147	20.06.2026	£248.48	Woodhouse, Water 01/05/2026-31/05/2026	DD	Wave Utilities - Woodhouse Close Allotment	Allotments - Smallholdings & Allotments Act 1908, s.23
177	01.07.2026	£176.40	Various Number Tags for Plots, Edge Hill / Pollards Allotments	EP	Swift Engraving Services Ltd	Allotments - Smallholdings & Allotments Act 1908, s.23
146	20.06.2026	£139.59	Pollards, Water 01/05/2026-31/05/2026	DD	Wave Utilities - Pollards Allotment	Allotments - Smallholdings & Allotments Act 1908, s.23
215	20.07.2026	£67.47	Broken Banks, Water 01/06/2026-30/06/2026	DD	Wave Utilities - Broken Banks Allotment	Small Holdings and Allotments Act 1908 s26
186	31.03.2027	£5.56	Broken Banks, Water 01/05/2026-31/05/2026	-	Wave Utilities - Broken Banks Allotment	Small Holdings and Allotments Act 1908 s26
218	20.07.2026	£35.83	no flytipping signs for Woodhouse Carpark	DC	safetysigns4less.com	Allotments - Smallholdings & Allotments Act 1908, s.23
206	20.07.2026	£293.65	Woodhouse, Water 01/06/2026-30/06/2026	DD	Wave Utilities - Woodhouse Close Allotment	Small Holdings and Allotments Act 1908 s26
COMMUNITY SUPPORT						
216	10.07.2026	£278.39	Community Fund - Coronation Garden at Bishop Auckland Railway Station, 2-2	EP	Cultivate 4 Life	General Power of Competence - Localism Act 2011, s.1- 8
222	22.07.2026	£20.86	25 litre water container	BT	Boody Spelk (Owen Richardson)	
183	01.07.2026	£82.00	Railway Garden, 2x 25L Water Containers, 1x Drill Operated Water Pump, 1x Misc. Renewables	EP	Boody Spelk (Owen Richardson)	Open Spaces - Open Spaces Act 1906, s.9-10
196	06.07.2026	£350.00	Unkown Tommy' and 'Women In War' Statue Pair	DC	Royal British Veterans Enterprise	Entertainment and the Arts - LGA 1972, s.145
172	17.06.2026	£15.00	5x Bags of Red Fish Tank Gravel, Railway Garden	DC	Surtees Hotel	Open Spaces - Open Spaces Act 1906, s.9-10
171	30.06.2026	£32.40	3x Bags of Multi-purpose Compost, 100L, Railway Garden	DC	TradePoint (B&Q)	Open Spaces - Open Spaces Act 1906, s.9-10
189	08.07.2026	£1,551.60	3000x Leaflet Distribution with Bishop Press and Printing of 3000x A5 Booklets	EP	South West Durham News CIC	Entertainment and the Arts - LGA 1972, s.145
169	17.06.2026	£35.98	1x King Charles III Rose Bush, Gift Wrapped	DC	Carbeth Plants Limited	Open Spaces - Open Spaces Act 1906, s.9-10
208	13.07.2026	£86.00	Dutch Hoe Tool / Railway Garden, 6x Large Bags of Landscape Bark, 100L	DC	B&Q (Retail) Guernsey Limited	Open Spaces - Open Spaces Act 1906, s.9-10
180	01.07.2026	£1,302.00	Spring Bedding	EP	I C Liddle Services	Open Spaces - Open Spaces Act 1906, s.9-10
209	13.07.2026	£30.00	Railway Garden, 3x Large Bags of Landscape Bark, 100L	DC	B&Q (Retail) Guernsey Limited	Open Spaces - Open Spaces Act 1906, s.9-10
204	09.07.2026	£4,666.00	Community Support - Family Festival 2026	EP	Baccanalia	Entertainment and the Arts - LGA 1972, s.145
203	10.07.2026	£122.50	Railway Garden, Assortment of Campanula and Coresopsis Bedding Plants	DC	B&Q (Retail) Guernsey Limited	Open Spaces - Open Spaces Act 1906, s.9-10
201	31.07.2026	£605.00	Watering of Spring/Summer Flower Tubs and Flower Beds throughout the Town	EP	I C Liddle Services	Open Spaces - Open Spaces Act 1906, s.9-10

Signed:

200	31.07.2026	£380.00	Waste Collections from Various Allotment Sites	EP	AK Garden Maintenance & Waste Removal	Small Holdings and Allotments Act 1908 s26
199	03.08.2026	£51.44	Skatepark, Electricity 01/06/2026-30/06/2026	DD	EDF Energy (Skatepark)	Highways - Parish Councils Act 1957 s.3
DEMOCRACY						
213	30.07.2026	£308.90	Members Allowances - July 2026	EP	Bishop Auckland Town Council (BATC)	The Local Authorities (England) Regs 2003, Part 5, s.26
212	30.07.2026	£57.80	HMRC, Tax & NI for Members - July 2026	EP	Bishop Auckland Town Council (BATC)	The Local Authorities (England) Regs 2003, Part 5, s.26
223	22.07.2026	£26.40	MH mileage CDALC forum July 2026	Bt	Mike Harker	The Local Authorities (England) Regs 2003, Part 5, s.26
KINGSWAY						
197	14.07.2026	£117.48	Kingsway Gas, 01/04/2026-01/05/2026	DD	Corona Energy Retail 1 Limited	Parish and Community Buildings - LGA 1972, s.133
194	18.06.2026	£126.75	Kingsway Gas, 01/04/2026-01/05/2026	DD	Corona Energy Retail 1 Limited	Parish and Community Buildings - LGA 1972, s.133
198	15.07.2026	£83.51	Kingsway, Electricity 01/06/2026-30/06/2026	DD	EDF Energy (54 Kingsway)	Parish and Community Buildings - LGA 1972, s.133
202	31.07.2026	£189.13	2x Box Kleenex Paper Towel, 72x Andrex Toilet Roll, 6x Pack Blue Roll, 2x Box A4 Paper, Pens, Celo	EP	I C Liddle Services	Parish and Community Buildings - LGA 1972, s.133
185	01.04.2026	£0.00	Business Rates 01/04/2026-31/03/2027	-	Durham County Council	Parish and Community Buildings - LGA 1972, s.133
205	20.07.2026	£16.12	Kingsway, Water 01/06/2026-30/06/2026	DD	Wave Utilities - Town Council Office	Parish and Community Buildings - LGA 1972, s.133
181	01.07.2026	£450.00	Cleaning of Town Council Offices, June 2026	EP	Blitzed 24/7 Cleaning	Parish and Community Buildings - LGA 1972, s.133
166	18.06.2026	£86.04	Kingsway, Electricity 01/05/2026-31/05/2026	DD	EDF Energy (54 Kingsway)	Parish and Community Buildings - LGA 1972, s.133
103	09.06.2026	£114.78	Repair to Accessible Toilet, Repair to Road Edge at Tindale Cres and Materials to Split Can Crusher	EP	Boody Spelk (Owen Richardson)	Parish and Community Buildings - LGA 1972, s.133
61	27.04.2026	£40.22	Kingsway, Water 01/03/2026-31/03/2026	DD	Wave Utilities - Town Council Office	Parish and Community Buildings - LGA 1972, s.133

Signed: