



## Bishop Auckland Town Council

Kingsway Court, 54 Kingsway, Bishop Auckland, Co. Durham DL14 7JF

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**Town Clerk: Sarah Harris**

17 March 2022

Dear Councillor

You are hereby summoned to attend a meeting of **Bishop Auckland Town Council** on **Tuesday 22<sup>nd</sup> March 2022 at 6.00pm**. The Meeting will take place at **No.42 Market Place, Bishop Auckland, DL14 7PB**

Members of the Public and Press are welcome to attend. However, in light of coronavirus concerns it is recommended that attendance is registered with the Town Clerk prior to attending to ensure that the meeting space is large enough to accommodate everyone safely. To register attendance please call 01388 207110 or email [council@bishopauckland-tc.gov.uk](mailto:council@bishopauckland-tc.gov.uk) by noon on Monday 21<sup>st</sup> March 2022.

The Chairman advises members of the Council and the public that the meeting or part of the meeting may be recorded by audio and may be by video.

Yours sincerely

**Sarah Harris**

Clerk to the Council

1. **Apologies for absence - To receive apologies and approve reasons for absence.**
2. **Declarations of interest - To record declarations of interest from members on any item on the agenda, including any interest prejudicial or personal as recorded on the Members register of interests.**
3. **Minutes - To approve the Minutes of the following meeting:**
  - Planning Committee 16 March 2021
  - Planning Committee 22 June 2021
  - Planning Committee 11 January 2022
  - Town Council 08 Feb 2022
  - Town Council 02 March 2022 – extraordinary meeting
  - Events Committee 14 February 2022
  - Finance Committee 1 March 2022
  - Events Committee 17 March 2022
4. **Matters Arising - To from the above Minutes which are not included elsewhere on the agenda (for information only).**

5. **Public Participation** - To hear from any members of the public subject to [Public Participation Policy<sup>1</sup>](#).
6. **Reports**
  - a. Durham Constabulary – Police Inspector report.
  - b. County Council Report
  - c. Mayors Report
  - d. Refugee support – The Auckland Project
7. **Public Meeting feedback & next steps** – Investment in the Town (Future Hight Street Fund & Stronger Towns Fund)
8. **Proposed motion from Cllr S Zair regarding Car Parks** - *We as a Town Council start to explore negotiations with DCC regarding the adoption of all current and proposed Durham County Council carparks. If successful we as a Town Council would undertake all Durham County Council carparks old and new so that all revenue can be reinvested back in Bishop Auckland. We would adopt DCC car parking policy which would protect the vibrancy of the town centre.*
9. **Town Clerk Report**
  - a. Code of Conduct
  - b. Risk Management
  - c. The Audit planning diary
  - d. The review of the effectiveness of the System of internal Audit
  - e. Accommodation Update & Maintenance Contract
  - f. Refuge Support drop off point
  - g. Up and Coming events - Food Festival 2022 & Queens Platinum Jubilee
  - h. Partnership working with HAZ, Peoples Museum, Durham Amateur Football Trust, & Civic Society
  - i. Meeting cycle
10. **Finance –**
  - a. Statement of Payments
  - b. Community Fund Applications
11. **Correspondence** – details of any Correspondence (letters or email received)

*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.*

12. **Town Clerk Report**
  - a. Allotment Tenancies and work needed
  - b. Assistant Town Clerk
  - c. Staffing Workloads

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<sup>1</sup> The policy is available on the website at <https://bishopauckland-tc.gov.uk/council/constitution-and-policies/>

# DO I HAVE AN INTEREST?

**DISCLOSABLE PECUNIARY INTERESTS**  
Does the matter to be discussed affect:-

1. You, or your spouse's/partner's, business, employment or profession
2. Anyone that employs or has appointed you or your spouse/partner
3. Anyone that you or your spouse/partner has received sponsorship from.
4. A contract with the Council, land or licence in the Councils area, corporate tenancy or securities in which you or your spouse/partner has an interest.

YES

**YOU SHOULD DECLARE THAT YOU HAVE A DISCLOSABLE PECUNIARY INTEREST**

You should take no part in the discussion or vote

If your Standing Orders dictate you should withdraw from the meeting by leaving the room.  
Do not try to influence the decision.

This flowchart provides assistance for Councillors to help determine whether you have an interest in a matter being discussed at a Council meeting.

However it is a Councillors own responsibility to comply with the Code of Conduct and declare an interest where appropriate.

NO

**OTHER REGISTERABLE INTERESTS**  
Does the matter to be discussed affect:-

1. A body where you are in a position of general control or management and to which you have been appointed or nominated by your Council.
2. Any body which
  - (a) exercises functions of a public nature
  - (b) is directed to charitable purposes or
  - (c) whose principal purpose include the influence of public opinion or policy (including any political party or trade union) of which you are a member in a position of general control or management
3. Any gifts or hospitality with more than an estimated value of £50

YES

**SHOULD DECLARE THAT YOU HAVE AN OTHER REGISTERABLE INTEREST**

You should not vote on the matter but you may make representations or answer questions about the matter if members of the public can do so.

If your Standing Orders dictate you should withdraw from the meeting by leaving the room.

**Failure to disclose or register a Disclosable Pecuniary Interest is a criminal offence under section 34 of the Localism Act 2011.**

NO

**OTHER NON-REGISTERABLE PERSONAL INTERESTS**  
Does the matter to be discussed affect:-

1. A financial interest of a friend, relative or close associate.

YES

**DECLARE THAT YOU HAVE A NON-REGISTERABLE PERSONAL INTEREST**

You should not vote on the matter but you may make representations or answer questions about the matter if members of the public can do so. If your Standing Orders dictate you should withdraw from the meeting by leaving the room.

NO

You can participate in the meeting and vote