

Minutes of the **MEETING** of **BISHOP AUCKLAND TOWN COUNCIL** held in the Wesley Room at the Four Clocks Centre, Bishop Auckland on **TUESDAY, 26TH OCTOBER 2010** at 6.00 p.m.

Present: Councillor L. Zair (**in the Chair**) and Councillors Anderson, Fleming, Golightly, Huntington, Laurie, Lee, Lethbridge, Wilson and S. Zair.

Also Present: Linda Goldie (Town Clerk).

TC 100/10 WEAR VALLEY CITIZENS ADVICE BUREAU - PRESENTATION

The Mayor welcomed Carol Shreeve, Manager, Wear Valley Citizens Advice Bureau who had been invited to the meeting to talk about funding for the Bureau for 2011.

Carol informed members that Wear Valley Citizens Advice Bureau had been providing an advice and information service to the residents of the Wear Valley Area since 1983. Last year, the Bureau helped 3,833 individuals with 5,338 separate enquiries, had 6,000 face to face interviews and carried out 100 home visits.

It made financial gains for clients of nearly $\frac{3}{4}$ of a million pounds which didn't include the debt that it helped to manage and the greatest number of problems people came to the Bureau about was debt – 43%. The second greatest enquiry area was welfare benefits and the next issue was housing; although a wide range of other problems had been dealt with from transport to consumer to family and personal issues.

The Bureau relied on volunteers to do the work it does. It does have paid staff but 2/3's of the people who work for the Bureau do so on a voluntary basis.

She went on to say that the coming year would be a difficult one for the service in that it was predicted that demand would increase due to the economic climate.

The Wear Valley Citizens Advice Bureau was audited last year by Citizens Advice National both for quality of advice and governance and management. It received a score of 84% making it one of the best bureaus in the country which was done on a restricted budget.

Carol finished her presentation by thanking the Town Council for its donation this year and asking it to consider to continue its financial support during the next year.

Following a brief question and answer session, the Mayor thanked Carol for her presentation, after which she then left the meeting.

RESOLVED: That the request from the Wear Valley Citizens Advice Bureau for financial support towards the provision of its 2011 Service be included in the discussions at the next budget setting meeting.

TC 101/10 APOLOGIES FOR ABSENCE

No apologies for absence had been received.

TC 102/10 DECLARATIONS OF INTEREST

There were no declarations of interest.

TC 103/10 PUBLIC PARTICIPATION

There were no members of the public present.

Signed:
Town Mayor

**TC 104/10 MINUTES OF THE COUNCIL MEETING
HELD ON 28TH SEPTEMBER 2010**

RESOLVED: That the Minutes of the Council Meeting held on 28th September 2010 be approved and adopted.

TC 105/10 MATTERS ARISING

**(a) Bishop Auckland Station Trust - Request for Support for Charter Train to York
(Minute No. TC 90/10 (a) refers)**

Councillor Golightly informed members that the proposed Charter Train for a Christmas shopping trip to York would not be happening this year.

RESOLVED: That the information be noted.

TC 106/10 MINUTES OF COMMITTEES

(a) Strategy Committee - 6th October 2010

RESOLVED: That the Minutes of the Strategy Committee held on 6th October 2010 be approved and adopted.

There were no matters arising.

(b) Finance Committee - 19th October 2010

RESOLVED: That the Minutes of the Finance Committee held on 19th October 2010 be approved and adopted.

There were no matters arising.

(c) Planning Committee - 25th October 2010

RESOLVED: That the Minutes of the Planning Committee held on 25th October 2010 be approved and adopted.

There were no matters arising

TC 107/10 REPORT OF TOWN MAYOR

During the month, the Town Mayor reported that she had:-

- 30th September – presented a basket of flowers to Mrs. Evie Mason on her 102nd birthday at South Church Nursing Home
- 30th September – presented another basket of flowers to Mrs. Mildred Balmer on her 100th birthday at Bishopgate Nursing Home
- 1st October – attended a social evening at Spennymoor Town Council
- 5th October – opened a Counselling and Therapy Centre at Albert Hill
- 8th October – attended the Chair of the County Council's Civic Dinner
- 9th October – opened The Edge Hairdressers in Fore Bondgate. They held a raffle on the open day and donated £100 to the Mayor's chosen charity, the Butterwick Hospice.
- 9th October – started a sponsored walk from the Town Hall in aid of Retts Syndrome

Signed:
Town Mayor

- 11th October – attended an introductory meeting with the new Sainsbury's Manager along with other organisations in the town
- 13th October – hosted a Wurlitzer Concert at Howden-le-Wear and raised £668 for her nominated charity
- 14th October – attended a social evening at Aycliffe Town Council
- 17th October – attended a Service of Dedication at Willington Town Council
- 17th October – The Deputy Mayor attended a Civic Service at Spennymoor Town Council
- 22nd October – attended a tour, together with other members, of the new Tesco store at St. Helens
- 24th October – attended the opening of the new Bishop Auckland football Ground. Another momentous occasion and one which seemed to be very well received.

RESOLVED: (i) That the Town Clerk be requested to send a letter of thanks to the staff at The Edge Hairdressers for their efforts in raising £100 towards the Mayor's Charity.

(ii) That the Town Clerk be requested to send a letter of thanks to the team of volunteers from Howden for their efforts in raising £668 towards the Mayor's Charity.

TC 108/10 UNITARY AUTHORITY UPDATE

- Now that cuts had been announced, the County Council would like to consult residents as to where they think these cuts should be made.
- Concerns were expressed regarding the possibility of some Community Centre closures.

TC 109/10 REPRESENTATIVES ON OUTSIDE BODIES AND TRAINING EVENTS

There were no reports.

At this point, Councillor Lethbridge left the meeting.

Report of Town Clerk. The Town Clerk reported as follows:-

TC 110/10 OLD BOYS' GRAMMAR SCHOOL – REPORT OF A MEETING HELD ON 10TH SEPTEMBER 2010

A report had been circulated of a meeting Councillor Laurie had with Genecon, the development company which was awarded the contract for the feasibility study regarding the long-term viability of the Old Boys' Grammar School.

Councillor Laurie informed members that the County Council were paying for the feasibility study being carried out. However, there was no time-scale to bring the building into use at the moment or any costs involved.

Genecon had been invited to attend the November Council meeting and a reply was awaited.

RESOLVED: That the report be noted.

TC 111/10 DURHAM RURAL COMMUNITY COUNCIL – MEET THE FUNDERS – HOW TO GET THE BEST OUT OF YOUR PARISH PLAN – FRIDAY, 26TH NOVEMBER 2010

An invitation had been received to attend a "Meet the Funders and Find Out How to Get the Best Out of Your Parish Plan" session on Friday, 26th November in the Bowburn Community Centre, from 9.30am to 1.00pm.

Signed:
Town Mayor

A parish plan could enable the Council to receive funding from various funders as the schemes identified within the plan had been clearly identified as being a requirement for the Town Council's area. This gave the Council clear evidence to submit to funders who should then look more favourably at a request for funding.

RECOMMENDED: (i) That anyone interested in attending should inform the Town Clerk.

(ii) That attendance at the event be authorised as an Approved Duty.

(iii) That in the event of anyone not attending, the organisers be requested to supply any literature on the subject with a request asking if a similar event was to be planned in the near future.

TC 112/10 FRIENDS OF BISHOP AUCKLAND

The Steering Committee of the Friends of Bishop Auckland met on 19th October when a Chair, Secretary and Treasurer was appointed and a Constitution signed.

Various ideas were discussed and the undermentioned events were the first two events at which the Friends of Bishop Auckland would be participating:-

- **Thursday, 28th October – Bishop Auckland Town Recreation Ground at 10.00am –** Organised by Groundwork North East and ably assisted by young people from the Four Clocks Youth Project – Make a Difference Day when 1,000 crocus and daffodil bulbs would be planted at the site which had recently had new play equipment installed.
- **Saturday, 20th November – 2D Community Festive Fair 2010 – 10.30am – 2.30pm**
The Friends Group was to have a stall at this event and would be promoting to the community what the Friends of Bishop Auckland were trying to do.

RESOLVED: That the information be noted.

TC 113/10 REMEMBRANCE SUNDAY – 14TH NOVEMBER 2010

The County Council and the Royal British Legion had issued an invitation to Councillors to take part in the Remembrance Sunday Service and Parade which would be held on Sunday, 14th November 2010. Those wishing to participate in the parade were requested to assemble at the War Memorial in the Market Place in time for proceedings to commence at 10.30am. Following the laying of wreaths, a Service of Remembrance would be held in St. Anne's Church in the Market Place.

RESOLVED: That anyone wishing to lay a Wreath at the War Memorial, should inform the Town Clerk as soon as possible.

TC 114/10 DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT - CODE OF RECOMMENDED PRACTICE ON LOCAL AUTHORITY PUBLICITY – CONSULTATION

A copy of the Code of Recommended Practice on Local Authority Publicity – Consultation document was e-mailed to all members on 30th September which was self-explanatory.

RESOLVED: That any comments or observations should be received by 31st October 2010.

TC 115/10 COUNTY DURHAM & CLEVELAND COUNTY TRAINING PARTNERSHIP – TRAINING UPDATE

Details of the training programme from 4th November onwards had been circulated for information.

Signed:
Town Mayor

RESOLVED: (i) That anyone wishing to attend any of the courses should inform the Town Clerk as soon as possible.

(ii) That attendance at any of the courses be authorised as an Approved Duty.

**TC 116/10 DURHAM COUNTY COUNCIL – FIREWORKS SPECTACULAR –
BISHOP AUCKLAND RUGBY CLUB – THURSDAY, 4TH NOVEMBER**

The County Council was presenting a Fireworks Spectacular at Bishop Auckland Rugby Club on Thursday, 4th November commencing at 5.30pm with a Fun Fair and Refreshments, 7.00pm Lighting of Bonfire and 7.20pm Fireworks Display.

RESOLVED: That the information be noted.

TC 117/10 WEBSITE DEVELOPMENT

Councillors Anderson, Golightly and Laurie together with the Town Clerk met with Linda Buchanan from Durham County Council's Webteam on Thursday, 14th October to discuss the free website development from Durham County Council Webteam when various ideas and options had been discussed.

RESOLVED: That a Working Party comprising Councillors Anderson, Golightly and Lesley Zair be set up and authorised to make decisions relating to the development of the Town Council's Website with the County Council.

TC 118/10 SUPPLEMENTARY REPORT

The Mayor had agreed to accept, as a matter of urgency due to the time factor involved, a Supplementary Report of the Town Clerk in relation to the employment of a temporary admin worker.

**TC 119/10 FUTURE JOBS FUND – GROUNDWORK NORTHEAST –
TEMPORARY ADMIN WORKER
(Minute No. FIN 29/10 refers)**

In accordance with the above minute, an application had been submitted to Groundwork North East for a temporary admin worker for 25 hours at the national minimum wage for a period of 6 months with the wages being paid by Groundwork North East from funding secured from the Future Jobs Fund Programme.

Arising out of the application, two applicants had been interviewed by the Town Clerk, Councillor Lee and Lindsay Hewitson from Groundwork North East and one applicant had been selected as being suitable for the job.

RECOMMENDED: (i) That the action taken be confirmed.

(ii) That applicant 2 be employed as a temporary Admin Assistant as soon as possible at no cost to the Council with the hours of employment being decided by the Town Clerk.

TC 120/10 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.

Signed:
Town Mayor

TC 121/10 COUNCIL/COMMITTEE MEETINGS – PROTOCOL

This item had been placed on the agenda at the request of Councillor Lee and approved by the Mayor for discussion.

A debate took place regarding the protocol expected at Council/Committee meetings.

After various views and opinions were expressed it was:

RESOLVED: That Standing Orders be revised at the next Annual Council Meeting to include the following:-

“That any Councillor can attend a Committee Meeting of which they are not a member and with the permission of the Chairman, can speak on a specific item on the agenda but take no further part in that meeting”.

Signed:
Town Mayor