

Minutes of the **MEETING** of **BISHOP AUCKLAND TOWN COUNCIL** held in the Wesley Room at the Four Clocks Centre, Bishop Auckland on **TUESDAY, 7th MARCH 2017** at 6.00 p.m.

Present: Councillor Golightly (Mayor), and Councillors Anderson, Blackburn, Brownson, Fleming, Race, L Zair and S Zair.

Also Present: Clive Auld (Bishop Auckland Town Team), Carl Marshall (Durham Community Action), K James and M Richardson (Durham County Council Events), David Anderson (Town Clerk) and Sheila Horner (Assistant Town Clerk)

Public in Attendance: None

TC.150/16 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Lethbridge, Wilson and A Zair

TC.151/16 PUBLIC PARTICIPATION

There were no public in attendance.

TC.152/16 DECLARATIONS OF INTEREST

No declarations of interest were submitted.

TC.153/16 TOWN (CORE) TEAM

Councillor Anderson, Chair of the Core Team, updated members with regard to a meeting of the Full Town Team held on 16th February.

Liz Fisher, Auckland Castle Trust (ACT), had given an update on the Castle's projects. ACT were to review its policy on responding to comments and social media and Northern Echo website.

Eleven Arches was to continue using social media to update on activities relating to Kynren.

Chris Myers had given an update on Durham County Council regeneration projects.

RESOLVED: That the information be noted.

TC.154/16 TOWN (EVENTS) TEAM

Clive Auld updated Members with regard to the activities of the Events Team

Members noted that sponsorship had been obtained from local businesses to again install banners in Newgate Street. The aim was to install the banners before the Food Festival.

RESOLVED: That the information be noted.

TC.155/16 THE BIG LOCAL – GAUNLESS GATEWAY

Clive Auld updated Members on the Gaunless Gateway project.

Members noted that a new Chair of the Big Local had been appointed and the Community Engagement Officer was now operational.

Eight Community Grants had been allocated funds and concentrated advertising would continue to attract more applications.

RESOLVED: That the information be noted.

Signed:
Town Mayor

TC.156/16 MINUTES

Town Council	17 th January 2017
Planning Committee	17 th January 2017
Finance Committee	28 th February 2017
Events Committee	28 th February 2017

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

MATTERS ARISING

There were no matters arising.

TC.157/16 REPORT OF THE MAYOR

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

RESOLVED: That the information be noted.

TC.158/16 REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES AND TRAINING

There were no reports

REPORT OF TOWN CLERK

TC.159/16 BISHOP AUCKLAND REGENERATION PARTNERSHIP BOARD

Consideration was given to an invitation extended to the Town Clerk to join the Bishop Auckland Regeneration Partnership Board (for copy see file of minutes).

RESOLVED: That the Town Clerk would represent the Council on the Bishop Auckland Regeneration Partnership Board.

TC.160/16 FORMER KING JAMES SCHOOL BUILDING – ESTABLISHMENT OF CHARITABLE INCORPORATED TRUST

Consideration was given to an invitation extended to the Town Clerk to join the new Board of Trustees (for copy see file of minutes).

RESOLVED: That the Town Clerk would represent the Council on the new Board of Trustees at the Former King James School building Charitable Incorporated Trust.

TC.161/16 PROPOSED REMOVAL OF SECTIONS OF STREET LIGHTING ON A688, SOUTH CHURCH ROUNDABOUT TO BRACKS FARM ROUNDABOUT

Members considered a report regarding Durham County Council's response to concerns submitted by the Town Council in regard to the removal of sections of street lighting adjacent to the Town Council's area (Minute No TC.72/16 refers).

Consideration was given to the response and to an option to enter into a 'Service Level Agreement' to retain lighting columns between South Church roundabout and Bracks Farm roundabout.

Members reiterated major concerns in regard to the removal of lighting columns 5083 to 5071 (Report 140 & 141 Plan 2) as this was a route regularly used by pupils of King

Signed:
Town Mayor

James School to Bracks Farm area and Auckland Park. Bracks Farm was undergoing further development which was likely to increase the use of the footpath.

Members also raised concerns over the principal of entering into a 'Service Level Agreement' for street lighting and associated costs.

- RESOLVED:**
1. That the information be noted
 2. That the Town Council re-issue major concerns in regard to Durham County Councils proposals to remove lighting columns 5083 to 5071.
 3. That the Town Council would not enter into a 'Service Level Agreement'

TC.162/16 RISK MANAGEMENT

Members noted that the Council was required to assess its risks and put in place controls to mitigate any significant risk. Failure to manage risk effectively could be expensive in terms of litigation, reputation and the ability to achieve desired targets.

Consideration was given to a Risk Assessment. Potential risks had been reviewed against a risk matrix to measure the level of risk taking into account the likelihood of an event and its consequences. Controls had been identified to reduce the likelihood or consequence of the event.

RESOLVED: That the Risk Assessment be approved.

TC.163/16 AUDIT PLANNING DIARY 2017/18

Consideration was given to an audit planning diary and plan for the 2017/18 financial year.

RESOLVED: That the Audit Planning Diary 2017/18 be approved.

TC.164/16 THE REVIEW OF THE EFFECTIVENESS OF THE SYSTEM OF INTERNAL AUDIT

Detailed consideration was given to a review of the effectiveness of the system of internal audit.

RESOLVED: That the Review of the Effectiveness of the System of Internal Audit be noted and approved.

TC.165/16 TOPICS FOR FUTURE DISCUSSION

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

- Inspector Andy Reeves, Neighbourhood Policing
- Chris Myers, Regeneration Projects Manager, Durham County Council

TC.166/16 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 next item 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.167/16 FOOD FESTIVAL 2017

Members were updated with final arrangements for the Food Festival 2017, in particular the infrastructure for the weekend. It was understood that press packs had been issued to the appropriate press and media.

RESOLVED: That the information be noted.

REPORT OF TOWN CLERK (CONTINUED)

TC.168/16 DETERMINATION OF TENANCY

Members considered the report of the Town Clerk with regard to an ongoing determination of tenancy at Mill Race Allotments, together with an addendum setting out details of a letter received from the tenants solicitor (For copy see file of Minutes).

- RESOLVED:**
1. That the request to rescind the notices to quit be refused.
 2. That, subject to further legal advice, possession orders be sought to gain possession of the allotment plots

TC.169/16 SOUTH CHURCH ROAD ALLOTMENTS – RETAINING WALL

Members considered a surveyors site visit report made on Monday 27th February in regard to the condition of the wall at South Church Road Allotments (For copy see file of Minutes).

- RESOLVED:**
1. That the report of Alan Cowie FRICS, ACI Arb be approved.
 2. Alan Cowie FRICS, ACI Arb be appointed to oversee the remedial work required to the retaining wall at South Church Allotment site

TC.170/16 COUNCIL ACCOMMODATION

Members gave consideration to a report detailing four options for potential council premises which had previously been considered by the Accommodation Working Group (for copy see file of minutes).

Members noted that Option C was not for sale at this time.

- RESOLVED:**
1. That options A and B be rejected.
 2. That the Town Clerk would arrange viewings for option D.

TC.171/16 PARISH PLAN – INTERIM REPORT

Members were updated on the Parish Plan by Carl marshal from Durham Community Action (DCA), and presented with key findings and issues identified from an evaluation of the consultation.

Members noted that DCA would prepare a draft plan for consideration at a future meeting.

- RESOLVED:**
1. That the interim report be approved.
 2. That a press release be issued to keep the public informed.
 3. That DCA produce a draft plan for consideration.

Signed:
Town Mayor

ITEM FOR INFORMATION ONLY

TC.172/16 DELEGATED DECISIONS UNDER FINANCIAL REGULATION 4.5

It was noted that no decisions had been taken under Financial Regulation 4.5 since the previous Council meeting.

Signed:
Town Mayor