

Minutes of the **MEETING** of **BISHOP AUCKLAND TOWN COUNCIL** held in the Wesley Room at the Four Clocks Centre, Bishop Auckland on **TUESDAY 12TH DECEMBER 2017** at 6.00 p.m.

Present: Councillor Fleming (Deputy Mayor), and Councillors Allen, Chappell, Tucker, L Zair and S. Zair

Also Present: Carl Marshall and Yvonne Probert (Durham Community Action), Nigel Bryson and Clive Auld (Bishop Auckland Town Team) and David Anderson (Town Clerk)

Public in Attendance: Alan Anderson

TC.119/17 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Brownson, Blackburn, Cullen, Wilson and A. Zair

TC.120/17 DECLARATIONS OF INTEREST

Item No 6 – Minutes, Finance Committee held on 5th December 2017

Councillor Blackburn declared a disclosable pecuniary interest in respect of Minute No FIN.41/17, 'Citizens Advice County Durham – Funding Request' and left the meeting for the duration of discussion or voting thereon.

Councillors Allen and Blackburn declared an 'other registerable interest' in respect of Minute No FIN.45/17, 'Applications for Community Fund and Donations' in respect of applications from the Four Clocks Club (BACP) and Time for Toddlers (BATC) and took no part in the discussion or voting thereon.

Councillor Fleming declared an 'other non-registerable interest' in respect of Minute No FIN.45/17 'Applications for Community Fund and Donations' in respect of an application from the Crisis, Welfare and Intervention Project, Woodhouse Community Centre and took no part in the voting thereon.

Item No 10 Report of Town Clerk

Councillors L. Zair and S. Zair declared an 'other non-registerable interest' in respect of item no 10.3 'Pest Control, Tindale Crescent' and took no part in the discussion or voting thereon.

TC.121/17 PUBLIC PARTICIPATION

None queries were raised.

PRESENTATIONS

TC.122/17 PARISH PLAN REPORT

Carl Marshall and Yvonne Probert, Durham Community Action, gave an overview of the Parish Plan report which included actions based on consultation for the Council to consider an action plan and priorities for the future.

Mr Marshall gave an overview of the community led process, together with an oversight of the key findings and suggested actions. The next step in the process would be for the Council to consider how best it could respond to the issues raised by the consultation process.

Signed:
Town Mayor

Members expressed their gratitude to Durham Community Action for their assistance in facilitating the consultation process, members of the Steering Group and everyone that participated in the consultation.

- RESOLVED:**
1. That the Parish Plan Report be accepted and all those who participated be thanked for their contribution.
 2. That the Council consider its response in due course in the form of an Action Plan.

TC.123/17 TOWN (CORE) TEAM

Nigel Bryson (Chairman of the Town Team) updated members with regard to the activities of the Core Team.

It was noted that further consultation would be carried out in relation to the Bishop Auckland Masterplan in January 2018.

The Town Team was eagerly awaiting the outcome of the consultation process so that they could identify how they could add value within the context of the future direction and priorities emanating from the process.

Durham County Council was leading on the procurement for the guest WiFi project. It had been hoped that a light touch procurement process would be undertaken, however it was understood that due to the nature of the project it would be subject to a full procurement process. This would be a more lengthy process, which would inevitably delay the start of the project.

Durham County Council had placed orders to improve signage to Fore Bondgate.

An update on the Targeted Business Improvement Grants offered by Durham County Council was given. Three new businesses opening on Fore Bondgate had each benefitted from TBI grants. In total six grants had been made in the current financial year, two applications were being processed and an additional six expressions of interest had been made.

Deniece Wanley, who had recently been appointed Head of Business Development & Communications at Eleven Arches (11A) was present at the Core Team meeting to give an update on Kynren. It had been noted that the second season had been a success with overwhelmingly positive comments being posted on TripAdvisor. The focus of 11A in the first two years had been to build a strong identity and reputation and make the show an international success. Arrangements were underway for the 2018 season, which would present further opportunities for local businesses. 11A were keen that these opportunities were exploited for mutual benefit of local businesses and Kynren and for the regeneration of Bishop Auckland.

- RESOLVED:** That the information be noted.

TC.124/17 TOWN (EVENTS) TEAM

Clive Auld (Chairman of the Town (Events) Team) gave an update of the activities of the Events Team, including

Advent Calendar – the project was going very well with the twelfth window being opened earlier in the day. Barbara Gubbins from Durham Foundation, which had funded the project, had been present during the opening of that day's window and had been delighted with the success of the project.

Signed:
Town Mayor

The fourth Small Business Saturday had been held on 2nd December 2018. Twenty retailers had taken part in the event which had received positive feedback. As well as businesses offering discounts on the day, Durham County Council, Eleven Arches and Newgate Centre had offered free parking.

Christmas events were being held on 9th and 16th December which included photos with Santa and various entertainment including face painting and stilt walkers.

RESOLVED: That the information be noted.

TC.125/17 MINUTES

Town Council	24 th October 2017
Planning Committee	24 th October 2017
Finance Committee	5 th December 2017

Consideration was given to the recommendation of the Finance Committee in respect of the donation to be made to the Crisis, Welfare and Intervention Project, Woodhouse Community Centre. (Minute No FIN.45/17 refers). Due to the likely impact of universal credit on local people, which was being rolled out in Bishop Auckland in December 2017, and in view of the services offered by the Centre to assist people in need Members wished to increase the donation to £2,500.

- RESOLVED:**
1. That the donation to the Crisis, Welfare and Intervention Project, Woodhouse Community Centre recommended by Finance Committee at Minute No FIN.45/17 be increased to £2,500.
 2. That the remainder of the Minutes be approved as a correct record and recommendations contained therein be adopted.

MATTERS ARISING

There were no further matters arising.

TC.126/17 REPORT OF THE MAYOR

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

RESOLVED: That the information be noted.

TC.127/17 REPRESENTATIVES ON OUTSIDE BODIES AND TRAINING COURSES

No reports were given

REPORT OF TOWN CLERK

TC.128/17 ROYAL GARDEN PARTY 2018

Consideration was given to making a nomination to CDALC for a representative to attend the Royal Garden Party 2018.

RESOLVED: That Councillor Chappell be nominated to attend the Royal Garden Party.

TC.129/17 ALLOTMENT RENT REVIEW 2019/20

Consideration was given to a report of the Town Clerk with regard to the annual rent review relating to 2019/20. (For copy see file of Minutes).

Signed:
Town Mayor

Members were reminded that the Town Council was required to give tenants 12 months notice of any increase in rent. Consideration was given to a table showing rent history from 2010/11 to 2018/19, together with a comparison of rent paid by tenants of Durham County Council allotments.

RESOLVED: That rent for 2019/20 remain at 50p per square meter with a 50% discount applied if the plot is more than half cultivated.

TC.130/17 PEST CONTROL TINDALE CRESCENT ALLOTMENTS

Consideration was given to quotations received to carry out pest control on Tindale Crescent Allotments. . (For copy see file of Minutes).

RESOLVED: That the contract be awarded to A Breeze in the sum of £750.00 for a 12 month period starting 1st January 2018.

TC.131/173 CLEARANCE OF WEST MILLS ALLOTMENTS

Consideration was given to quotations received to clear and make good West Mills Allotment site. (For copy see file of Minutes).

RESOLVED: That the contract be awarded to Durham County Council in the sum of £10,392.00

TC.132/173 POLICY ON KEEPING HORSES AND LARGER ANIMALS ON COUNCIL ALLOTMENT PLOTS

Consideration was given to a report regarding the policy on keeping horses and larger animals on council allotment plots. (For copy see file of Minutes).

It was suggested that a 'wither on the vine' approach should be taken with respect to tenants that currently had approval to keep horses etc on their plots.

RESOLVED: 1. That the Council's Rules and Regulations be amended as follows:-

12.3 The keeping of larger animals e.g. horses, ponies, goats etc is prohibited on all Council owned allotment sites.

N.B. An exemption to Rule 12.3 applies to tenants of plots at Mill Race that hold permission to keep such animals as at 12th December 2017. These permissions will not be transferred to other plots or new tenants.

TC.133/17 TOPICS FOR FUTURE DISCUSSION

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

- Neighbourhood Inspector Andy Reeves (January 2018)
- John Wiseman, Auckland Youth and Community Centre
- Barbara Slasor, Gaunless Gateway Partnership
- John Brannan and Paul Watson, Wannasee
- Mick Irwin, Drug and Alcohol Reduction Unit

TC.134/17 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,

Signed:
Town Mayor

the Council excluded the press and public for the remaining items on the agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to the public interest.

REPORT OF TOWN CLERK

TC.135/17 DETERMINATION OF TENANCY

Consideration was given to a report updating Members with regard to a determination of an allotment tenancy at Mill Race, Bishop Auckland. (For copy see file of Minutes).

- RESOLVED:**
1. That the information be noted.
 2. That in accordance with undertakings signed by the tenants,
 - a. notice be served on the tenants to vacate the respective allotment plots by midnight Monday, 15th January 2018
 - b. if the tenants have not carried out the terms of their undertakings, Durham County Council, as the Town Council's nominated representative, be requested to carry out any outstanding work necessary commencing from Tuesday 16th January 2018.
 - c. the cost of work carried out as a result of the tenants failure to comply with their undertakings be recharged to the respective tenant.

TC.136/17 OFFICE ACCOMMODATION

The Town Clerk gave a verbal update on the current position with regard to the potential purchase of accommodation detailed in the report considered by Council at its meeting held on 24th October 2017.

- RESOLVED:**
1. That the information be noted.

Signed:
Town Mayor