

Minutes of the Annual Meeting of the Shildon Town Council held in the Council Chamber, Civic Hall Square, Shildon, Co Durham on Monday 26th May 2008.

Present: Councillors D M Hancock, G M R Howe (up to Item No 21), P Quinn, F Timmiss, V Chapman, R Matthews (up to Item No 19), S C Bird, G Swinbank, A Walker, J G Huntington, L Iddon and A Hammond.

TC 1/08 Election of Town Mayor

Councillor S Bird proposed and Councillor J G Huntington seconded a nomination for Councillor A Hammond to be elected Town Mayor for the ensuing year. There being no further nominations Councillor A Hammond was duly elected Town Mayor for 2008/09.

TC 2/08 Declaration of Acceptance of Office

Councillor A Hammond made and signed her Declaration of Acceptance of the Office of Town Mayor.

Councillor Hammond thanked Members for the opportunity to serve the community as Town Mayor which was a great honour. She thanked Councillor B H Stoker and his consort for all of their hard work during his term of office.

Councillor Hammond also congratulated the newly elected Members for Durham County Council and the new unitary authority and wished them well and sincerely hoped that the new authority lived up to the promises made in the bid for unitary status, particularly with regard to the enhanced role for town and parish councils.

TC 3/08 Vote of Thanks to the Retiring Town Mayor

In his absence the retiring Town Mayor, Councillor B H Stoker, provided a written report of his year in office to all elected Members. A copy of the report is attached to these minutes.

TC 4/08 Election of the Deputy Town Mayor

Councillor S C Bird proposed and Councillor D M Hancock seconded a nomination for Councillor G M R Howe to be elected Deputy Town Mayor for 2008/09. There being no further nominations Councillor G M R Howe was duly elected Deputy Town Mayor for 2007/08.

TC 5/08 Apologies for Absence

Apologies were received from Councillors B H Stoker and M Hardy.

TC 6/08 Declarations of Interest

There were no declarations of interest.

TC 7/08 Appointment of a Leader of the Council

Councillor S C Bird proposed and Councillor D M Hancock seconded a nomination for Councillor J G Huntington to be elected Leader of the Council for 2008/09.

There being no further nominations Councillor J G Huntington was duly elected Leader of the Council for 2008/09.

TC 8/08 Appointment of Deputy Leader of the Council

Councillor J G Huntington proposed and Councillor R J Matthews seconded a nomination for Councillor S C Bird be elected for Deputy Leader of the Council.

There being no further nominations Councillor S C Bird was duly elected Deputy Leader of the Council for 2008/09.

TC 9/08 Membership of full Committees

It was **resolved** that the membership of the Committees be as follows:-

- a) Service and Amenities Committee - all Members
- b) Resources Committee - all Members

TC 10/08 Schedule of Meetings

It was **resolved** that the schedule of meetings be approved.

TC 11/08 Complaints Committee

It was **resolved** that the membership of the Complaints Committee be the Town Mayor and the Chairman and Vice-Chairman of full Committees.

TC 12/08 Sub-Committees

It was **resolved** that the membership of the Sub-Committees be as follows:-

- a) Staffing Sub-Committee - Town Mayor, Deputy Town Mayor and Chairman and Vice-Chairman of full committees.
- b) Planning Sub-Committee - Chairman and Vice-Chairman of Service and Amenities Committee plus one Member from each ward being Councillor R Matthews (Byerley), Councillor Ms A Hammond (Thickley) and Councillor L Iddon (Sunnydale).

TC 13/08 Working Parties

It was **resolved** that the standing membership of working parties be the Chairman and Vice-Chairman of the relevant full Committee plus three Independent members,

one Liberal Democrat member and one Labour member. In addition where appropriate non-members of the Town Council would be co-opted on to working parties where their skills and knowledge would be beneficial to the effectiveness of the working parties.

It was further **resolved** that the membership of the working parties for 2008/09 be as follows:-

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| Civic Hall Management | <ul style="list-style-type: none"> - Chairman of Service & Amenities Committee - Vice Chairman of Service & Amenities Committee - Councillor Ms A Hammond - Councillor D M Hancock - Councillor Mrs L Smith - Liberal Democrat member – Councillor G M R Howe - Labour member - Councillor F Timmiss - Co-opted member – W Drennan |
| Allotments | <ul style="list-style-type: none"> - Chairman of Service & Amenities Committee - Vice-Chairman of Service & Amenities Committee - Councillor D M Hancock - Councillor G Swinbank - Councillor M Hardy - Liberal Democrat member – - Councillor J G Huntington - Labour member – Councillor A Walker |

It was also **resolved** that the Christmas Illumination Working Group be discontinued.

TC 14/08 Representatives on Outside Bodies

It was **resolved** that the representatives on outside bodies be as follows:-

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| a) | Parish Plan Steering Group | <ul style="list-style-type: none"> - Cllr G M R Howe - Cllr J G Huntington |
| b) | County Durham Association of Local Councils | <ul style="list-style-type: none"> - Cllr J G Huntington - Cllr Mrs L Smith |
| c) | Borough/Parish Liaison Committee | <ul style="list-style-type: none"> - Cllr D M Hancock - Cllr G Swinbank |
| d) | Sedgefield & District Local Councils Committee | <ul style="list-style-type: none"> - Cllr J G Huntington - Cllr Mrs L Smith |
| e) | Sedgefield Borough Area 4 Forum | <ul style="list-style-type: none"> - Cllr D M Hancock - Cllr J G Huntington - Cllr Ms I Jackson |
| f) | Shildon People's Centre Management Committee | <ul style="list-style-type: none"> - Town Mayor - Leader of the Council |
| g) | Jubilee Fields Community Association | <ul style="list-style-type: none"> - Cllr Matthews |
| h) | Shildon Community Safety Group | <ul style="list-style-type: none"> - Cllr L Iddon - Cllr J G Huntington |

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| i) | Museum Forum | - | Cllr S C Bird |
| j) | Shildon Community Museum Limited | - | Cllr D M Hancock |
| k) | Sedgefield & District Advice & Information Service | - | Cllr J G Huntington |
| l) | Shildon Children & Young Peoples Action Network (SCYPAN) | - | Cllr Ms I Jackson
Cllr R Matthews |
| m) | Larger Local Councils Forum | - | Cllr J G Huntington
Cllr S C Bird
Cllr V Chapman |

TC 15/08 Minutes of Ordinary Council Meeting

Resolved that the minutes of the Ordinary Meeting of the Town Council held on 28th April 2008 be approved and adopted.

TC 16/08 Committees

Resolved that the minutes of the following Committees be approved and adopted:

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| a) | Service and Amenities | - | 12 th May 2008 |
| b) | Resources | - | 12 th May 2008 |

TC 17/08 Police Report

The Town Mayor welcomed PC Brown to the meeting who presented both annual crime statistics for 2007/08 and for the month of April 2008. Copies of the statistics are attached as an appendix to these minutes.

Whilst the reduction in overall crime levels was welcomed, concern was expressed at the increase in sexual and drug offences. PC Brown advised that there was no obvious reason for the increase in sexual offences but did clarify that an increase in drug offences did actually equate to more arrests being made.

Underage drinking remained a concern and it was hoped that a marking scheme currently being trialled in Spennymoor could be extended to Shildon.

PC Brown also confirmed that off-road motorbiking etc had been made a local priority and had been covered in the press.

TC 18/08 Report from representatives on outside bodies.

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| a) | Notes of the meeting of the Shildon Children and Young Peoples Action Network held on 16 th April 2008 – resolved that the notes be received. |
| b) | Minutes of the meeting of the Shildon Community Safety Group held on 25 th April 2008 – resolved that the minutes be received. |

- c) Minutes of the meeting of the Larger Local Councils Forum held on 9th April 2008 – **resolved** that the minutes be received.

TC 19/08 Consultation on Durham County Bus Strategy

Resolved that the following points be made in response to the consultation :-

- a) A call for the reintroduction of the regulation of bus services.
- b) Equality of access to a quality bus service be the overriding influence and not economic considerations
- c) The communication and marketing of the revised concessionary travel scheme be improved to remove existing confusion.
- d) Improved co-ordination of bus service provision to ensure connecting services operate effectively and efficiently.
- e) Appropriate levels of investment in buses be guaranteed.
- f) Service provision in accordance with published timetables to be improved.

Councillor R J Matthews left the meeting.

TC 20/08 Member Training – Chairmanship Training

Resolved that :-

- a) The Town Clerk be advised of individual requests for such training and
- b) The Town Clerk to obtain a quotation for the provision of an in-house training programme on Chairmanship.

TC 21/08 Post Office Closures – Post Office response to consultation

Resolved that the response be noted.

Councillor Howe left the meeting.

TC 22/08 Local Code of Conduct Complaints Process

Resolved that the process be noted.

TC 23/08 Appreciations & Congratulations

- a) Mayoral Engagements

Resolved that the mayoral engagements be noted.

b) NALC Annual Awards 2008

Councillor S C Bird advised Members that the late Councillor J M Smith had sought to submit applications for Council of the Year, Clerk of the Year and Newsletter of the Year and he was able to advise Members that the Town Council had been awarded runner-up in the Council of the Year and that the Town Clerk had also been awarded runner-up in the Clerk of the Year. He felt it was a fitting legacy to the late Councillor Smith that the efforts of the Town Council had been recognised nationally.

Councillor Bird proceeded to present the relevant certificates to the Town Mayor and the Town Clerk.

Resolved that the Town Clerk ensure that the maximum publicity be afforded to the success of the Town Council.