

SHILDON TOWN COUNCIL

**COUNCIL OFFICES
CIVIC HALL SQUARE
SHILDON
Co. DURHAM**

3rd May 2019

Dear Sir/Madam,

The Annual Meeting of Shildon Town Council will be held in the Council Chamber, Civic Hall Square, Shildon, Co Durham on Monday 13th May 2019 at 6.30pm and you are summoned to attend.

Yours faithfully

T A Bellas

Town Clerk

AGENDA

1. To elect the Chairman of the Town Council (Town Mayor) for 2019/20
To receive nominations
2. To receive the Declaration of Acceptance of Office from the newly elected Chairman of the Town Council (Town Mayor)
3. Vote of thanks to the retiring Chairman of the Town Council (Town Mayor) and receipt of report from the retiring Chairman of the Town Council (Town Mayor)
4. To elect a Vice-Chairman of the Town Council (Deputy Town Mayor) for 2019/20
To receive nominations
5. Apologies for Absence
6. Declarations of Interest
7. To appoint a Leader of the Town Council for 2019/20
8. To appoint a Deputy Leader of the Town Council for 2019/20
9. To appoint Members to serve on full Committees for 2019/20

It is **recommended** that all Members serve on the full Committees of the Town Council.

10. To agree the following schedule of meeting dates for the Town Council and full Committees:

2019

| | | |
|-----------|----|------------------------|
| June | 17 | Council and Committees |
| July | 15 | Council and Committees |
| September | 9 | Council and Committees |
| October | 14 | Council and Committees |
| November | 11 | Council and Committees |
| December | 9 | Council and Committees |

2020

| | | |
|----------|----|------------------------|
| January | 13 | Council and Committees |
| February | 10 | Council and Committees |
| March | 9 | Council and Committees |
| April | 20 | Council and Committees |

11. To appoint Members to serve on the Complaints Committee for 2019/20 (currently Town Mayor, Chairman and Vice-Chairman of full Committees and Leader of the Town Council)
12. To appoint Members to serve on the following Sub-Committees for 2019/20:-
- a) Staffing Sub-Committee (currently Town Mayor and Deputy Town Mayor, Chairman and Vice-Chairman of full Committees and Leader of the Town Council)
 - b) Planning Sub-Committee (currently Chairman and Vice-Chairman of relevant standing Committee plus one member from each ward)

Current ward representation being:

| | |
|--------------------|------------------|
| Cllr P Walton | Sunnydale |
| Cllr D Anderson | Byerley |
| Cllr L Butterworth | Thickley |

13. To appoint Members to serve on the following working parties for 2019/20.

Historically the membership of the working parties has reflected the political balance of the Town Council. However for 2018/19 no nominations were made for the two Liberal Democrat members.

a) **Civic Hall Management** – current representation being:

Town Mayor
Deputy Town Mayor
Chairman of Service and Amenities Committee
Vice-Chairman of Service and Amenities Committee
Chairman of Resources Committee
Vice-Chairman of Resources Committee
Leader of the Town Council

b) **Allotments** – current representation being:

Town Mayor
Deputy Town Mayor
Chairman of Service and Amenities Committee
Vice-Chairman of Service and Amenities Committee
Chairman of Resources Committee
Vice-Chairman of Resources Committee

14. To appoint representatives to the following outside bodies:-

a) County Durham Association of Local Councils – 2 representatives required – currently **Cllr P Quinn and vacancy**

b) Bishop Auckland and Shildon Local Councils Committee – 3 representatives plus Town Clerk required – currently **Cllrs S Quinn, A Walker and vacancy**

c) Jubilee Fields Community Association – 1 representative required – currently **Cllr P Quinn**

d) Shildon Children and Young Peoples Action Network (SCYPAN) – 1 representative required – currently **Cllr S Townsend**

e) Larger Local Councils Forum – 2 representatives required – currently **Cllr P Quinn and vacancy**

f) Bishop Auckland and Shildon Area Action Partnership Task and Finish Groups – currently **Cllr D Childs**

Crime and Community Safety
Children and Young People
Employment, Enterprise and Training

g) Shildon Chamber of Trade – currently **Cllr D Reynolds**

h) Friends of the Stockton and Darlington Railway – 1 representative

15. To appoint cheque signatories for the Council's Current Account

Current representation being:-

Chairman
Chairman of Resources Committee
Vice-Chairman of Resources Committee
Town Clerk
Finance Officer

16. To approve the minutes of the Ordinary Meeting of the Town Council held on 8th April 2019.
17. To read or take as read, approve and adopt or otherwise deal with the minutes of the proceedings of the Committees hereto annexed:-
 - a. Service and Amenities 8th April 2019
 - b. Resources 8th April 2019
18. **Police Report**

To receive the police report for the month of April 2019
19. **Review of Financial Regulations**

To consider a review of the Financial Regulations
20. **Appreciations and Congratulations**

To receive the schedule of mayoral engagements and announcements made by the Town Mayor.
21. **Exclusion of Press and Public**

That 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 now excludes the press and public on the grounds of the confidential nature of the business to be transacted since publicity would be prejudicial to the public.
22. **Annual Internal Audit Report**

To receive and accept the annual Internal Audit Report – report to follow