

## SHILDON TOWN COUNCIL

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

**4<sup>th</sup> May 2018**

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 14<sup>th</sup> May 2018 at 6.30pm and you are summoned to attend.

Yours faithfully

T A Bellas

Town Clerk

### AGENDA

1. To elect the Town Mayor for 2018/19
2. To receive the Declaration of Acceptance of Office from the Town Mayor
3. Vote of thanks to the retiring Town Mayor and receipt of report from the retiring Town Mayor
4. To elect a Deputy Town Mayor for 2018/19
5. Apologies for Absence
6. Declarations of Interest
7. To appoint a Leader of the Town Council for 2018/19
8. To appoint a Deputy Leader of the Town Council for 2018/19
9. To appoint Members to serve on full Committees for 2018/19

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:

**2018**

June	11	Council and Committees
July	16	Council and Committees
September	10	Council and Committees
October	15	Council and Committees
November	12	Council and Committees
December	10	Council and Committees

**2019**

January	14	Council and Committees
February	11	Council and Committees
March	11	Council and Committees
April	8	Council and Committees

11. To appoint Members to serve on the Complaints Committee for 2018/19 (currently Town Mayor and Chairman and Vice-Chairman of full Committees)
12. To appoint Members to serve on the following Sub-Committees for 2018/19:-
  - a) Staffing Sub-Committee (currently Town Mayor and Deputy Town Mayor and Chairman and Vice-Chairman of full Committees)
  - 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	<b>Sunnydale</b>
Cllr D Anderson	<b>Byerley</b>
Cllr L Butterworth	<b>Thickley</b>

13. To appoint Members to serve on the following working parties for 2018/19.

Historically the membership of the working parties has reflected the political balance of the Town Council. However for 2017/18 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

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 **Cllrs P Quinn and H Nicholson**

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

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 **Cllrs H Nicholson and P Quinn**

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 M Johnson**

15. To approve the minutes of the Ordinary Meeting of the Town Council held on 16<sup>th</sup> April 2018

16. 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 16<sup>th</sup> April 2018

b. Resources 16<sup>th</sup> April 2018

17. **Police Report**

To receive the Police Report

18. **Information and Data Protection Policy** – to follow

To consider the report of the Town Clerk.

19. **Appreciations and Congratulations**

To receive the schedule of mayoral engagements and announcements made by the Town Mayor.

20. **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.

21. **Annual Internal Audit Report**

To receive and accept the annual Internal Audit Report

22. **Alleged Breach of Members Code of Conduct**

To receive the attached report of the Town Clerk