

Minutes of the Annual Meeting of the Shildon Town Council held in the Council Chamber, Civic Hall Square, Shildon, Co Durham on Monday 13th May 2019.

Present: Councillor L Deakin in the Chair
Councillors A Walker, J Graham, A Farlow, D Childs, S Townsend, L Cockfield,
R A Anderson, D Reynolds, D L Mather, K Ambrosini, S Quinn and P Quinn.

TC 01/19 Election of Town Mayor

Councillor A Walker proposed and Councillor S Quinn seconded a nomination for Councillor P Quinn to be elected Town Mayor for the ensuing year. There were no further nominations.

Resolved that Councillor P Quinn be elected as Town Mayor (Chairman) for the Municipal Year 2019/20.

Councillor P Quinn took the Chair for the meeting.

TC 02/19 Declaration of Acceptance of Office

Councillor P Quinn made and signed the Declaration of Acceptance of the Office of Town Mayor.

Resolved that the information be received.

TC 03/19 Vote of Thanks to the Retiring Town Mayor

Councillor P Quinn expressed his thanks to the outgoing Mayor, Councillor Luan Deakin, on behalf of the Town Council, for service to the town during her year of office and for the funds raised for her nominated Charities.

Resolved that the information be received.

TC 04/19 Election of the Deputy Town Mayor

Councillor S Quinn proposed and Councillor A Walker seconded a nomination for Councillor D Reynolds to be elected Deputy Town Mayor for 2019/20. There were no further nominations.

Resolved that Councillor D Reynolds be elected as Deputy Town Mayor for Municipal Year 2019/20.

TC 05/19 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors H M Hanratty, D A Anderson and J G Huntington.

TC 06/19 Declarations of Interest

There were no declarations of interest.

TC 07/19 Appointment of a Leader of the Council

Councillor D Reynolds proposed and Councillor S Quinn seconded a nomination for Councillor A Walker to be elected Leader of the Council for 2019/20.

Signed
Chairman

There being no further nominations Councillor A Walker was duly elected Leader of the Council for 2019/20.

TC 08/19 Appointment of Deputy Leader of the Council

Councillor A Walker proposed and Councillor S Quinn seconded a nomination for Councillor P Quinn to be elected Deputy Leader of the Council for 2019/20.

There being no further nominations Councillor P Quinn was duly elected Deputy Leader of the Council for 2019/20.

TC 09/19 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 10/19 Schedule of Meetings

It was **resolved** that the schedule of meetings be approved as follows:-

- 17th June 2019
- 15th July 2019
- 9th September 2019
- 14th October 2019
- 11th November 2019
- 9th December 2019
- 13th January 2020
- 10th February 2020
- 9th March 2020
- 20th April 2020

TC 11/19 Complaints Committee

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

TC 12/19 Sub-Committees

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

- a) Staffing Sub-Committee - Town Mayor, Deputy Town Mayor, Chairman and Vice-Chairman of full committees and Leader of the Town Council.
- b) Planning Sub-Committee - Chairman and Vice-Chairman of Service and Amenities Committee plus one Member from each ward being Councillor R A Anderson (Byerley), Councillor H M Hanratty (Thickley) and Councillor A Farlow (Sunnydale).

TC 13/19 Working Parties

It was **resolved** that the membership of the working parties for 2019/20 be as follows:-

Signed
Chairman

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|-----------------------|---|
| Civic Hall Management | <ul style="list-style-type: none"> - Town Mayor - Deputy Town Mayor - Chairman of Service & Amenities Committee - Vice Chairman of Service & Amenities Committee - Chairman of Resources Committee - Vice Chairman of Resources Committee - Leader of the Town Council |
| Allotments | <ul style="list-style-type: none"> - Town Mayor - Deputy Town Mayor - Chairman of Service & Amenities Committee - Vice-Chairman of Service & Amenities Committee - Chairman of Resources Committee - Vice-Chairman of Resources Committee |

TC 14/19 Representatives on Outside Bodies

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

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| a) | County Durham Association of Local Councils | <ul style="list-style-type: none"> - Councillor P Quinn - Councillor J Graham |
| b) | Bishop Auckland and Shildon Local Councils Committee | <ul style="list-style-type: none"> - Councillor P Quinn - Councillor D Reynolds - Councillor A Walker - Town Clerk |
| c) | Jubilee Fields Community Association | <ul style="list-style-type: none"> - Councillor P Quinn |
| d) | Shildon Children & Young Peoples Action Network (SCYPAN) | <ul style="list-style-type: none"> - Councillor S Townsend |
| e) | Larger Local Councils Forum | <ul style="list-style-type: none"> - Councillor P Quinn - Councillor J Graham |
| f) | Bishop Auckland and Shildon Area Action Partnership Task and Finish Groups | <ul style="list-style-type: none"> - Councillor D Childs |
| | Crime and Community Safety
Children and Young People
Employment, Enterprise and Training | |
| g) | Shildon Chamber of Trade | <ul style="list-style-type: none"> - Councillor S Townsend |
| h) | Friends of the Stockton and Darlington Railway | <ul style="list-style-type: none"> - Councillor J Graham |

TC 15/19 To appoint cheque signatories for the Council's Current Account

It was **resolved** that the cheque signatories for the Council's Current Account be as follows:-

Signed
Chairman

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

TC 16/19 Minutes of Ordinary Council Meeting

Resolved that the minutes of the Ordinary Meeting of the Town Council held on 8th April 2019 be approved and adopted.

TC 17/19 Committees

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

- a) Service and Amenities - 8th April 2019
- b) Resources - 8th April 2019

TC 18/19 Police Report

In the absence of a police representative the Town Clerk presented details of the crime statistics for the month of April 2019.

A copy of the crime statistics report is attached to these Minutes.

Resolved that the report be received.

TC 19/19 Review of Financial Regulations

The Town Clerk advised Members that the Town Council's Financial Regulations had been reviewed by reference to the latest version of the model Financial Regulations published by NALC. Draft revised Financial Regulations had been provided to Members.

Resolved that:-

- a. the revised Financial Regulations be approved and adopted and a further review be undertaken in May 2021.
- b. delegated authority be granted to the Resources Committee to authorise payments in accordance with the provisions of the revised Financial Regulations.

TC 20/19 Appreciations and Congratulations

Resolved that:

- a. the schedule of mayoral engagements and announcements by the Town Mayor be received.
- b. congratulations be extended to Councillor J G Huntington on being elected at the Durham County Council by-election for Shildon and Dene Valley.

Signed
Chairman

TC 21/19 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.

TC 22/19 Annual Internal Audit Report

The Town Clerk presented to Members a copy of the Annual Internal Audit Report produced by Allen Sykes, Chartered Accountants, and informed Members that the Internal Auditor had concluded that the Town Council continued to show a commitment to securing effective internal control.

Resolved that:

- a. the recommendations of the Internal Audit Report be agreed and implemented.
- b. the Annual Internal Audit Report be approved and accepted.

Signed
Chairman