

Minutes of the Annual Meeting of the Shildon Town Council held in the Council Chamber, Civic Hall Square, Shildon, Co Durham on Monday 15th May 2017.

Present: Councillor S Quinn in the Chair
Councillors A Walker, H Nicholson, P Walton, A Farlow, S Townsend, M P Johnson, J G Huntington, L Cockfield, D A Anderson, D Childs, D L Mather, L Butterworth, L Deakin, and P Quinn.

TC 01/17 Election of Town Mayor

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

Resolved that Councillor S Quinn be elected as Town Mayor for the Municipal Year 2017/18.

Councillor Shirley Quinn took the Chair for the meeting.

TC 02/17 Declaration of Acceptance of Office

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

Resolved that the information be received.

TC 03/17 Vote of Thanks to the Retiring Town Mayor

Councillor S Quinn expressed her thanks, on behalf of the Town Council, to P A Pemberton, for her service to the town during her year of office and funds raised for her nominated Charity, the NSPCC.

A copy of the Town Mayor's statement is attached to these minutes.

Resolved that the information be received.

TC 04/17 Election of the Deputy Town Mayor

Councillor P Quinn proposed and Councillor L Butterworth seconded a nomination for Councillor L Deakin to be elected Deputy Town Mayor for 2017/18. There were no further nominations.

Resolved that Councillor L Deakin be elected as Deputy Town Mayor for Municipal Year 2017/18.

TC 05/17 Apologies for Absence

There were no apologies for absence.

TC 06/17 Declarations of Interest

There were no declarations of interest declared.

Signed
Chairman

TC 07/17 Appointment of a Leader of the Council

Councillor P Quinn proposed and Councillor H Nicholson seconded a nomination for Councillor A Walker to be elected Leader of the Council for 2017/18.

There being no further nominations Councillor A Walker was duly elected Leader of the Council for 2017/18.

TC 08/17 Appointment of Deputy Leader of the Council

Councillor A Walker proposed and Councillor H Nicholson seconded a nomination for Councillor P Quinn to be elected Deputy Leader of the Council for 2017/18

There being no further nominations Councillor P Quinn was duly elected Deputy Leader of the Council for 2017/18.

TC 09/17 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 10/17 Schedule of Meetings

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

- 12th June 2017
- 17th July 2017
- 11th September 2017
- 16th October 2017
- 13th November 2017
- 11th December 2017
- 15th January 2018
- 12th February 2018
- 19th March 2018
- 9th April 2018

TC 11/17 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 12/17 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 D Anderson (Byerley), Councillor L Butterworth (Thickley) and Councillor P Walton (Sunnydale).

Signed
Chairman

TC 13/17 Working Parties

It was **resolved** that the membership of the working parties for 2017/18 be as follows:-

- | | | |
|-----------------------|---|--|
| Civic Hall Management | - | 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 |
| Allotments | - | 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 14/17 Representatives on Outside Bodies

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

- | | | | |
|----|--|---|------------------------|
| a) | County Durham Association of Local Councils | - | Councillor P Quinn |
| | | - | Councillor H Nicholson |
| b) | Bishop Auckland and Shildon Local Councils Committee | - | Councillor S Quinn |
| | | - | Councillor H Nicholson |
| | | - | Councillor A Walker |
| | | - | Town Clerk |
| c) | Jubilee Fields Community Association | - | Councillor P Quinn |
| d) | Shildon Children & Young Peoples Action Network (SCYPAN) | - | Councillor S Townsend |
| e) | Larger Local Councils Forum | - | Councillor H Nicholson |
| | | - | Councillor P Quinn |
| f) | Bishop Auckland and Shildon Area Action Partnership Task and Finish Groups | - | Councillor D Childs |
| | Crime and Community Safety | | |
| | Children and Young People | | |
| | Employment, Enterprise and Training | | |
| g) | Shildon Chamber of Trade | - | Councillor M Johnson |

TC 15/17 Minutes of Ordinary Council Meeting

Resolved that the minutes of the Ordinary Meeting of the Town Council held on 10th April 2017 be approved and adopted.

Signed
Chairman

TC 16/17 Committees

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

- a) Service and Amenities - 10th April 2017
- b) Resources - 10th April 2017

TC 17/17 Police Report

An apology had been received from Acting Sgt Matt Plumb who was unable to attend the meeting. Details of the crime statistics for the month of April 2017 are attached to these Minutes.

Councillor J G Huntington requested that a police representative attend the next meeting to discuss the crime detection rate.

Resolved that:

- a. the Neighbourhood Police Inspector for Newton Aycliffe be invited to attend a future meeting of the Town Council.
- b. the verbal report of the Town Clerk be received.

TC 18/17 Town Councillor Vacancy Thickley Ward, Shildon : Co-option

Following the full elections of the Town Council, the Town Clerk informed Members that a seat remained vacant within Thickley Ward, Shildon and that the vacancy could now be filled by co-option.

Councillor P Quinn proposed and Councillor J G Huntington seconded that David Reynolds be co-opted onto Shildon Town Council. There being no other nominations it was:

Resolved that David Reynolds be co-opted as a Councillor for Thickley Ward, Shildon.

TC 19/17 Review of Standing Orders

The Town Clerk presented a revised copy of Standing Orders to Members.

Recommended that:

- a. item 2.3 be amended to:-
If no other time is fixed, the annual meeting of the Council shall take place at 6.30pm.
- b. the Town Council approve and adopt the revised Standing Orders subject to the above amendment.

TC 20/17 Confirmation of General Power of Competence

The Town Clerk presented a report to Members in order to confirm that, following the ordinary election, the Council continued to meet the eligibility criteria for the General Power of Competence and may resolve to continue to take the power.

Signed
Chairman

To remain eligible to use the freedoms and powers, the full Council must formally re-confirm, by a minute, that it continues to meet the criteria.

Resolved that Shildon Town Council continues to meet the eligibility criteria as specified in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 and thereby continues to take the General Power of Competence as set out in sections 1-8 of the Localism Act 2011.

TC 21/17 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 22/17 Annual Internal Audit Report

The Town Clerk presented to Members a copy of the Annual Internal Audit Report from 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 the Annual Internal Audit Report be approved and accepted.

TC 23/17 Appreciations & Congratulations

Resolved that the schedule of mayoral engagements be noted.

Signed
Chairman