

Minutes of the Ordinary Meeting of the Shildon Town Council held in the Council Chamber, Civic Hall Square, Shildon, Co Durham on Monday, 16th April 2018.

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

In attendance: Mr Ron Hogg, Police, Crime and Victims' Commissioner for Durham
Mr Lee Brownson, The Auckland Project

TC 120/17 Notice of Meeting

The Notice convening the Meeting was taken as read.

TC 121/17 Public Question Time

There were no questions from members of the public.

TC 122/17 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors M P Johnson, L Butterworth and S Townsend.

Resolved that a dispensation, due to a change of career, be granted to Councillor Lesley Butterworth for a period of six months from the date of this meeting and reviewed thereafter.

TC 123/17 Declarations of Interest

There were no declarations of interest.

TC 124/17 Minutes of the Ordinary Council Meeting

Resolved that the minutes of the Ordinary Meeting of the Town Council held on 19th March 2018 be approved.

TC 125/17 Committees

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

a) Service & Amenities - 19th March 2018

b) Resources - 19th March 2018

TC 126/17 Police Report

The Chair welcomed Ron Hogg, Police, Crime and Victims' Commissioner for Durham, to the meeting to discuss the concerns of the Town Council on the decision taken by Durham Constabulary to amalgamate the Sergeant for Shildon and Sedgfield divisions.

Ron Hogg provided information to Members on the amalgamation of the Shildon and Sedgfield divisions and gave an explanation as to the rationale behind the decision.

As a result of the amalgamation, Mr Ron Hogg stated that the Assistant Chief Constable had stipulated that Sergeant Alex Clarke would be carrying out his Sergeant duties for 75% of the time at Shildon and the remaining 25% at Sedgfield. Mr Hogg then went on to inform Members that should this situation alter then members should advise his Office immediately.

A question and answer session followed.

The Town Clerk updated Members on a Time Limited Project launched to tackle community issues in Shildon focusing on protecting empty properties from being broken into and bringing them back in to use and the action to be taken to work with private landlords. Other activities would include looking at waste accumulation in yards and gardens as well as home safety visits by the fire and rescue service. Members were also updated on 'Operation Spruce Up' which will take place in New Shildon.

The Town Clerk presented details of the crime statistics for the month of March 2018 which had previously been circulated to Members.

Resolved that:

- a. the report be received and members note the additional information provided by Mr Ron Hogg on the split of time to be allocated by the new Sergeant between Shildon and Sedgfield
- b. thanks be extended to Mr Ron Hogg, Police, Crime and Victims' Commissioner for Durham, for attending the meeting.

TC 127/17 Presentation

Lee Brownson gave a presentation to Members on The Auckland Project, a charity launched in 2012 to protect Auckland Castle and its Zurbaran paintings.

Resolved that thanks be extended to Lee Brownson for attending the meeting and providing an informative presentation.

Councillor L Cockfield left the meeting.

TC 128/17 Document Retention and Disposal Policy

The Town Clerk provided information to Members on a draft Document and Retention Disposal Policy which sets out the minimum retention period for the most important documents for audit purposes, staff management, tax liabilities etc.

Resolved that:

- a. the Document and Retention Disposal Policy be amended to include the disposal of councillor reports which will include confidential reports and Minutes.
- b. the amended Document and Retention Disposal Policy be approved and adopted.

TC 129/17 Review of the Effectiveness of Internal Audit

The Town Clerk provided Members with details of the internal audit function provided for the Town Council by Allen Sykes, Chartered Accountants. The review of internal audit had been undertaken and as a result of the review it is considered that the internal audit service is effective. A copy of the completed review checklist was provided to Members.

Resolved that Allen Sykes be re-engaged to provide the internal audit function for 2018/19.

TC 130/17 Appreciations and Congratulations

Resolved that the schedule of mayoral engagements and announcements by the Town Mayor be received.