

MINUTES
OF THE
MEETING
OF
INGLEBY BARWICK TOWN COUNCIL
HELD ON
WEDNESDAY 17TH DECEMBER
2014
AT
INGLEBY BARWICK COMMUNITY HALL
HARESFIELD WAY
INGLEBY BARWICK

PREPARED BY
PAULA M. HALL
CLERK TO THE TOWN COUNCIL

INGLEBY BARWICK TOWN COUNCIL

**MINUTES of the MEETING of INGLEBY BARWICK TOWN COUNCIL held at
Ingleby Barwick Community Hall, Haresfield Way, Ingleby Barwick on
Wednesday 17th December 2014 at 7.00 p.m.**

PRESENT: **Chairman/Town Mayor:** Councillor Philip English.

 Vice Chairman/Deputy Town Mayor: Councillor Stefan Barnes.

 Councillors: Tom Bowman, Gary Corr, Ann Kenyon, Jean Kirby,
 Megan Patterson, Ross Patterson and Sally Ann Watson.

OFFICER: Paula M. Hall, Clerk/Responsible Financial Officer.

IN ATTENDANCE: Ward Councillor Jean Kirby Ingleby Barwick East
 Ward Councillor Ross Patterson Ingleby Barwick West

 PCSO Jonathan Wardle Neighbourhood Police Team
 PCSO Rob Gilpin Neighbourhood Police Team

 Helen Dobson I.B. Enforcement Service

 Ted Strike Ingleby Barwick Community Partnership

3 Members of the public were present at the meeting.

The Chairman advised that filming, photographing or audio recording of the Town Council Meeting may take place. The Town Council accepts no liability for any material created by those filming, photographing or recording the meeting.

The Chairman, Councillor Philip English opened the meeting and welcomed all present to the December 2014 Meeting of Ingleby Barwick Town Council.

146.14-15 EMERGENCY ESCAPE PROCEDURE.

The Chairman advised those present of the emergency escape procedure should the fire alarm sound. It was noted that the nearest emergency exit is signed and located in the meeting room.

Chairman.....
SIGNED: Wednesday 14th January 2015

147.14-15 NOTICE OF MEETING.

The notice convening the meeting was taken as read.

APOLOGIES FOR ABSENCE.

Apologies for absence were received from or on behalf of Town Councillors Gillian Corr, Linda Dixon and Denise Powell.

Apologies were also received from Ward Councillor David Harrington (Ingleby Barwick West).

It was noted that Town Councillors Ross Patterson and Sally Ann Watson would both be late in arriving at the meeting.

148.14-15 CODE OF CONDUCT.

Declaration of Interests.

Councillor Stefan Barnes declared a personal/non prejudicial interest in matters concerning Ingleby Barwick Community Hall as he represents the Town Council on the Community Hall Management Committee.

Councillor Stefan Barnes also declared a personal/non prejudicial interest in matters concerning the Eastern Area Transport Strategy 2014/2015, as he represents the Town Council on the Steering Group.

Councillor Tom Bowman declared a personal/non prejudicial interest as he is a school governor at Whinstone Primary School.

Councillor Gary Corr declared a personal/non prejudicial interest as his spouse is a Member of Stockton-on-Tees Borough Council (S.B.C.)

Councillor Philip English declared a personal/non prejudicial interest in matters concerning Ingleby Barwick Community Hall as he represents the Town Council on the Community Hall Management Committee.

Councillor Philip English also declared a personal/non prejudicial interest in matters concerning Cleveland Local Councils Association (CLCA), as he represents the Town Council on CLCA.

Chairman.....
SIGNED: Wednesday 14th January 2015

Councillor Ann Kenyon declared a personal/non prejudicial interest in matters concerning Ingleby Barwick Community Hall as she is a user group representative on the Community Hall Management Committee.

Councillor Jean Kirby declared a personal/non prejudicial interest in the following items:

All items involving her role as an S.B.C. Ward Councillor.

Agenda Item No. 14

Proposed Community Centre, The Rings.

Agenda Item No. 18 (a)-(f)

Planning Applications.

Member of S.B.C. Planning Committee.

Councillor Kirby advised that she would be giving a view based on the information available to date, and that she reserves the right to consider all of the information available at a later date and to take a different decision/have different views if and when S.B.C. Planning Committee considers any of the applications listed.

Councillor Jean Kirby declared a personal/non prejudicial interest in matters concerning Ingleby Barwick Community Hall as she represents the Town Council on the Community Hall Management Committee.

Councillor Megan Patterson declared a personal/non prejudicial interest as her father is a Member of S.B.C.

No further interests were declared.

Register of Interest Forms A & B

Councillors were reminded to update their Register of Interest Forms, as and when required.

Chairman.....
SIGNED: Wednesday 14th January 2015

149.14-15 MINUTES OF THE MEETING OF INGLEBY BARWICK TOWN COUNCIL HELD ON 19TH NOVEMBER 2014. AFTER CONSIDERATION, TO APPROVE THE SIGNATURE OF THE MINUTES BY THE PERSON PRESIDING AS A TRUE AND ACCURATE RECORD.

Councillors Ross Patterson and Sally Ann Watson arrived at the meeting during consideration of this item.

The Minutes of the Meeting held on 19th November 2014 were considered.

IT WAS RESOLVED that the minutes are agreed and approved as a true and accurate record; the Chairman to sign the minutes of the meeting, accordingly.

150.14-15 PUBLIC PARTICIPATION.

The Chairman advised that 10 minutes would be allocated for public participation.

The following matters were raised:

Various street lights not working

A list of street lights which are currently not working were provided by a resident.

Councillor Ross Patterson advised that he would forward the list to S.B.C. for the lights to be repaired.

Provision of a Defibrillator

It was suggested that consideration be given to providing a defibrillator at the Community Hall.

Reference was made to part-funding which may be available from the British Heart Foundation.

Reference was also made to training as well as the use of talking defibrillators.

A general discussion took place and various comments were raised.

It was agreed that the Town Council's representatives on the Community Hall Management Committee would raise this matter at the next meeting of the Management Committee in January 2015.

Christmas Decorations, Myton Way, Ingleby Barwick

Reference was made to the additional Christmas decorations which had been provided on the lamp columns along Myton Way and positive comments were received.

**Chairman.....
SIGNED: Wednesday 14th January 2015**

It was suggested however, that in future years the decorations be positioned lower down the lamp columns.

It was agreed that the comments be relayed to S.B.C.

S.B.C. Contact Details for Reporting a Broken Street Light

It was agreed that the contact details for reporting a broken street light be included in the Town Council's regular monthly article.

151.14-15 REQUEST FOR FINANCIAL ASSISTANCE.

Ingleby Barwick Community Partnership (IBCP)

The Town Council considered the request for financial assistance from IBCP.

It was noted that, as discussed at the Town Council meeting in November 2014, the grant of £ 90.00 applied for, is towards provision of an incentive prize for stall holders, by way of a contribution towards the cost of 6 month's rent of a stall. This would be linked to/and presented at the Christmas market.

Ted Strike from IBCP provided a brief update.

A general discussion took place and various comments were raised, including the possible future provision of an international market.

IT WAS RESOLVED that the Town Council is in agreement to approve a grant for the sum of £ 90.00, which is to be allocated from the Town Council budget.

152.14-15 INGLEBY BARWICK NEIGHBOURHOOD POLICE TEAM (IBNPT).

The Chairman welcomed PCSO Rob Gilpin and PCSO Jonathan Wardle.

PCSO Wardle addressed the meeting and gave a verbal report on incidents which had been reported in the previous 31 days. The figures included the following:

Anti Social Behaviour	-	34 Reports
Criminal Damage	-	10 Reports

Chairman.....
SIGNED: Wednesday 14th January 2015

Theft - 12 Reports

Burglary - 28 Reports

Violence - 7 Reports

Reference was made to the incidence of garage break ins.

It was highlighted that people should ensure that all of their property is securely locked, to deter opportunist thieves.

Reference was made to current Police operations.

Tesco was also referred to.

A general discussion took place and various comments were raised.

An update was provided on specific incidents.

It was suggested that consideration be given to arranging for a 'bike stamping' session(s) to take place. Reference was made to the previous event held at the Community Hall which had been well attended and very successful.

Reference was also made to the possibility of visiting the local schools to undertake 'bike stamping'.

It was agreed that this be pursued.

The Clerk and Chairman to liaise with the local Neighbourhood Police Team regarding the matter and report back to the Town Council.

PCSO Wardle advised that this would be the last meeting he would be attending, as he commences his new position on 5th January 2015 and he wished everyone well.

The Chairman once again, took the opportunity to thank PCSO Wardle on behalf of the Town Council and residents, for his service as an officer to Ingleby Barwick and wished him well in his future career.

The Chairman thanked PCSO Rob Gilpin and PCSO Jonathan Wardle for the information provided.

Chairman.....
SIGNED: Wednesday 14th January 2015

153.14-15 INGLEBY BARWICK ENFORCEMENT SERVICE.

The Chairman invited Helen Dobson, I.B. Enforcement Service Officer to address the meeting.

Helen referred to the Performance Report dated 1st November to 30th November 2014, a copy of which is held on the Town Council file.

A general overview was provided of the incidents in Ingleby Barwick East (27) and Ingleby Barwick West (25).

Specific reference was made to ASB issues, dangerous/obstructing vehicles, throwing missiles, littering & graffiti.

Reference was made to the Beckfields shopping area.

Reference was also made to parking issues at the primary schools and specific incidents were referred to.

The rotation of hours was referred to in terms of parking enforcement at the primary schools.

A general discussion took place and various comments were raised.

The Chairman thanked Helen Dobson for the information provided.

The Chairman thanked the Police and Enforcement Officers for their attendance and they left the meeting at this point.

154.14-15 MATTERS ARISING FROM THE TOWN COUNCIL MEETING HELD ON 19TH NOVEMBER 2014.

No matters were raised.

155.14-15 ELECTION PROGRAMME 2015.

The Town Council considered the information received from S.B.C. which outlines the proposed approach to the 2015 Election Programme. Any comments are requested by 19th December 2014.

IT WAS RESOLVED that the Town Council has no comments to raise on the information provided. The Clerk to reply to S.B.C. accordingly.

Reference was made to the electoral register and also the changes to voter registration which came into effect from 10th June 2014.

Chairman.....
SIGNED: Wednesday 14th January 2015

It was agreed that information regarding voter registration be provided on the Town Council website.

It was noted that a Town/Parish Councils' Clerks Meeting had been held at S.B.C. on 2nd December 2014. A brief report back was provided.

Reference was made to the combined timetable for the UK Parliamentary general election and local government elections in England: 7th May 2015.

It was noted that S.B.C. have advised that 23rd March 2015 is the date for publication of the notice for the local government elections. Nomination packs will be available from this date.

4 p.m. on Thursday 9th April 2015 is the deadline for the delivery of nomination papers to S.B.C., however it has been requested that once completed, they be returned as early as possible.

Reference was made to the information provided by S.B.C. in respect of Election costs.

A general discussion took place and various comments were raised.

It was noted that Ingleby Barwick was referred to on the information as a 'parish' council, which needed correcting. It was agreed that the Clerk bring this to the attention of S.B.C.

156.14-15 THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014.

The Town Council gave consideration to adopting a Policy on filming, photographing, audio recording and reporting of meetings.

The Clerk referred to the information provided.

It was agreed that this matter be considered at the Town Council meeting to be held in January 2015.

Reference was made to the correspondence received from the Management Committee advising that there are no restrictions on photography etc in the hall hiring policy. However, as a courtesy people wishing to photograph or film do usually ask permission.

Chairman.....
SIGNED: Wednesday 14th January 2015

Councillor Ross Patterson declared a personal/non prejudicial interest in all items involving his role as an S.B.C. Ward Councillor.

157.14-15 WAR MEMORIAL, INGLEBY BARWICK - To consider the following:

Licence Agreement

No further information to date.

To receive an update on ornamental railings

The Clerk advised that the comments received during the public consultation exercise had been submitted to S.B.C. Signed statements from Councillors Philip English and Stefan Barnes outlining the verbal comments received had also been included.

A response from S.B.C. is awaited.

It was agreed that the Clerk contact S.B.C. to request a response on the matter, as soon as possible, in order that the signing of the Licence Agreement can be progressed as well as erection of the railings.

A general discussion took place and various comments were raised.

Reference was made to signing of the Licence Agreement as the Terms and Conditions for which had already been agreed between the Town Council and S.B.C.

IT WAS RESOLVED that the Town Council is in agreement that the Licence Agreement be signed by the Chairman and Vice Chairman on receipt.

158.14-15 PROPOSED COMMUNITY CENTRE, THE RINGS.

It was noted that at S.B.C. Cabinet Meeting on 4th December 2014 approval was given for Officers to be authorised to complete a title transfer of land from Persimmon to enable a community centre to be sited at the preferred location; by transferring the land to Ingleby Barwick Town Council, subject to the Town Council securing planning permission and sufficient finance to build and maintain the community centre. Members also approved capital monies of up to £50,000 be made available towards the provision of a Youth Café within the proposed community centre.

Chairman.....
SIGNED: Wednesday 14th January 2015

It was noted that the planning application and associated documents is currently being prepared with the view to submission by Persimmon Homes in the near future.

Press Release Reference was made to the press release which would coincide with submission of the planning application. A draft had been circulated to Members for their information, which has still to be finalised for approval.

A general discussion took place regarding the planning application process and various comments were raised.

Public Consultation Reference was made to the importance of public consultation and keeping residents informed.

A general discussion took place and various comments were raised.

It was suggested that the Town Council request for people to come forward who would be interested in helping to run the community centre.

Reference was also made to the demands on the existing community Hall in respect of availability.

The Borrowing Approval System Various information had been circulated to Members for their observation.

Reference was made to the supporting information required when applying for borrowing approval.

Establishment of a Working Group Consideration was given to establishing a Working Group.

It was noted that the Working Group would meet informally and bring anything requiring approval to the Town Council for consideration.

IT WAS RESOLVED that the Working Group consists of the following Councillors:

Councillor Stefan Barnes
Councillor Gary Corr
Councillor Philip English
Councillor Jean Kirby
Councillor Megan Patterson
Councillor Ross Patterson

Chairman.....
SIGNED: Wednesday 14th January 2015

It was agreed that notes be taken at the meetings and provided to the Clerk to be held on the Town Council file.

159.14-15 WELCOME SIGNS AT THE ENTRANCES INTO INGLEBY BARWICK.

The Town Council discussed the welcome signs at the entrances into Ingleby Barwick.

It was noted that this matter was also raised for discussion at the recent meeting of the Eastern Area Transport Strategy Steering Group.

Particular reference was made to the entrance at Queen Elizabeth Way which currently has no welcome sign.

A general discussion took place and various suggestions were raised in respect of the welcome signs and what could be incorporated on the new sign and the existing signs, in order that all three signs are coordinated.

Reference was also made to the possibility of incorporating wording something along the lines of 'part of historic North Riding of Yorkshire'.

In respect of the existing signs at Ingleby Way and Barwick Way, it was questioned as to who owns these signs and who owns the land that they are sited on. It was agreed that the Clerk contact S.B.C. to ascertain any information they can provide on this.

In respect of signage it is understood that there is new legislation coming into force in February/March 2015.

It was agreed that the Town Council contact S.B.C. to ascertain as to what would be allowable in respect of the new legislation regarding signage, with regard to size of the welcome signs, number of words, logo's (Coat of Arms) etc.

160.14-15 TOWN COUNCIL OFFICE, COMPUTER SYSTEM AND SEATING.

The Town Council gave consideration to replacing the current computer monitor.

Reference was made to the information provided in respect of the model produced by Benq which is currently priced in the region of £ 150.00.

Consideration was also given to replacing the Clerks chair.

Chairman.....
SIGNED: Wednesday 14th January 2015

A general discussion took place and various comments were made.

IT WAS RESOLVED that the Town Council give approval for replacement of both items up to a maximum total spend of £ 400.00. The Clerk to arrange for purchase of the items in liaison with the Chairman.

Appropriate disposal of the existing items was referred to.

161.14-15 FINANCE:

(a) Town Council Current Balance Sheet.

The Clerk referred to the financial statement. A copy of the statement is held on the Town Council file.

IT WAS RESOLVED that the financial statement is accepted.

(b) Accounts due for Payment.

The Clerk confirmed the payment amount for the following, from the November schedule of payments:

Richardson Moving and Storage Costs for Storage of Christmas Tree - Nov 2014	£ 12.00
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IT WAS RESOLVED that the Town Council confirms its approval of the account paid.

IT WAS RESOLVED that the Town Council approves the following accounts for payment:

Local Government Pension Scheme – Clerk And Employer
Contribution December 2014

Paid by Standing Order

Reimbursement to the Clerk for the following: Postage Costs 19th November to 17th December 2014	£ 15.81
Stationery	£ 5.00

Robinsons Rent for Office Due 5th January 2015 - Paid by Standing Order	£ 250.00
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Robinsons Service Charges	£ 153.05
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Chairman.....
SIGNED: Wednesday 14th January 2015

CPC Computing - Website November 2014 £ 20.00

I.B. Community Hall - Use of Hall December 2014 £ 22.50

SLCC Membership Renewal £ 235.00

Direct Debits:

Jan 2015	-	£ 36.55	EE Broadband & Tel
	-	£ 13.21	PC cover
	-	£ 1.96	Monitor cover

(c) Seamer Wind Farm Community Fund.

It was noted that a payment of £ 518.61 is to be received on 19th December 2014.

162.14-15 PLANNING APPLICATIONS:

(a) Planning Applications - Registered with S.B.C. month ending November 2014.

It was noted that the Clerk had circulated to Members the list of planning applications registered with S.B.C. for the month of November 2014.

As per the Town Council's Standing Orders the applications have been considered by the Planning Applications Advisory Group and under delegated authority the Clerk has submitted comments to S.B.C. accordingly.

All large or contentious planning applications are considered at a meeting of the Town Council.

IT WAS RESOLVED that the Town Council confirms its approval of the comments submitted.

(b) Planning Applications - S.B.C. Delegated Decisions month ending November 2014.

The Clerk had also circulated the list of delegated decisions made during the month of November 2014.

IT WAS RESOLVED that the decisions be noted.

Chairman.....
SIGNED: Wednesday 14th January 2015

(c) Planning Application No. 14/2828/VARY

Proposal: Section 73 Application to Vary Condition No. 2 of Application 13/0453/REM (Application for Reserved Matters for 138 Dwellings Detailing Layout, Scale and Design of Buildings, Means of Access and Landscaping of the Site) to Reposition Garages Further South of Plots 624-640.

Location: Field North of 23 to 43 Bronaber Close, Ingleby Barwick.

The Town Council considered the information and plans provided in respect of planning application no. 14/2828/VARY.

IT WAS RESOLVED that the Town Council has no comments to raise.

(d) Planning Application No. 14/3012/REM

Proposal: Reserved Matters Application for the Construction of 85 Dwellings and Associated Infrastructure, Appearance, Landscaping, Layout and Scale.

Location: Land North of Low Lane, High Leven, Yarm.

The Town Council considered the information and plans provided in respect of planning application no. 14/3012/REM.

Reference was made to the application effectively being in Maltby Parish Council boundary.

IT WAS RESOLVED that the Town Council submits concerns to S.B.C. in respect of the lack of infrastructure to support the proposed development. Particular reference to be made to the impact the development will have on the following:

- Highways
- Road Safety
- Education
- Health Care Facilities/Services
- Amenities - Supermarket, Shops, Leisure Activities & Facilities, Public Services etc

(e) Planning Application No. 14/3035/REM

Proposal: Reserved Matters Application for Access, Appearance, Landscaping, Layout, Scale for the Remaining Phase of the Outline Approval for 477 Dwelling Houses.

Location: The Rings, Ingleby Barwick.

The Town Council considered the information and plans provided in respect of planning application no. 14/3035/REM.

Chairman.....
SIGNED: Wednesday 14th January 2015

IT WAS RESOLVED that the Town Council has no comments to raise.

(f) Conversion of Garages into Habitable Rooms.

Consideration was given to the Town Council's standard comments submitted, in respect of the conversion of garages into habitable rooms.

A general discussion took place and various comments were raised.

IT WAS RESOLVED that the Town Council's comments on the conversion of garages be as follows:

Ingleby Barwick Town Council does not support the conversion of garages into habitable rooms, as this is liable to result in more on-street parking in Ingleby Barwick. However, subject to adequate incurtilage car parking spaces being provided the Town Council has no concerns to raise.

Reference was made to the importance of use of incurtilage car parking.

163.14-15 COMMUNITY COMMUNICATION.

It was noted that the December article has been submitted to meet deadlines for publication.

Reference was made to including the arrangements for bike stamping, once finalised.

164.14-15 CLERKS REPORT AND CORRESPONDENCE.

The Clerks Report and correspondence was considered.

IT WAS RESOLVED that the Clerks Report which included supporting information for agenda items be noted and approved.

The list of correspondence received which was circulated with the agenda for the meeting was considered.

Reference was made to the proposed modernisation of Ingleby Barwick Post Office. It was noted that the branch will close for refurbishment on Thursday 15th January 2015 at 17:30 and will re-open on Friday 23rd January 2015 at 13:00.

Chairman.....
SIGNED: Wednesday 14th January 2015

IT WAS RESOLVED that the correspondence received be noted.

165.14-15 DATE OF NEXT MEETING OF THE TOWN COUNCIL.

The next meeting of the Town Council is scheduled to take place on Wednesday 14th January 2015 at Ingleby Barwick Community Hall, Haresfield Way, Ingleby Barwick commencing at 7.00 p.m.

Chairman.....
SIGNED: Wednesday 14th January 2015

Clerk.....