

MINUTES  
OF THE  
ORDINARY MEETING  
OF  
INGLEBY BARWICK TOWN COUNCIL  
HELD ON  
WEDNESDAY 17TH JUNE 2015  
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 ORDINARY MEETING of INGLEBY BARWICK TOWN COUNCIL  
held at Ingleby Barwick Community Hall, Haresfield Way, Ingleby Barwick on  
Wednesday 17th June 2015 at 7.00 p.m.**

**PRESENT:** Chairman/Town Mayor: Councillor Stefan Barnes.

Vice Chairman/Deputy Town Mayor: Councillor Tom Bowman.

**Councillors:** James Emmerson, Philip English, Ann Kenyon,  
Megan Patterson, Ross Patterson, Jenny Rutland, Ted Strike  
and Sally Ann Watson.

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

**IN ATTENDANCE:** Ward Councillor Sally Ann Watson Ingleby Barwick (I.B.) East  
Ward Councillor Ross Patterson I.B. West

Helen Dobson I.B. Enforcement Service

K. Brown I.B. Community Partnership

T. Brown I.B. Community Partnership

2 Members of the public were present at the meeting.

The Chairman, Councillor Stefan Barnes opened the meeting and welcomed all present to the June 2015 Meeting of Ingleby Barwick Town Council.

**38.15-16 DELIVERY BY COUNCILLORS OF THEIR DECLARATIONS OF  
ACCEPTANCE OF OFFICE, IF THEY HAVE NOT ALREADY DONE  
SO.**

The Clerk provided the Town Council with an update on the matter.

Reference was made to the outstanding declaration and it was noted that if the required declaration of acceptance of office is not executed at the proper time, a casual vacancy automatically arises.

**IT WAS RESOLVED** that if the outstanding declaration had not been completed and signed by the end of the meeting, the Clerk to advise S.B.C. accordingly.

Chairman.....  
**SIGNED: Wednesday 15th July 2015**

**HOUSEKEEPING.**

The Chairman advised those present of the emergency escape procedures.

**39.15-16 NOTICE OF MEETING.**

The notice convening the meeting was taken as read.

**40.15-16 APOLOGIES FOR ABSENCE.**

Councillors James Emmerson, Megan Patterson and Ross Patterson arrived at the meeting at this point.

Councillor Tom Bowman had advised that he would be late in arriving at the meeting.

Apologies for absence were received from Ward Councillor Gillian Corr (I.B. East).

**41.15-16 CODE OF CONDUCT.**

**Declaration of Interests.**

Councillor James Emmerson declared a personal/non prejudicial interest in the following:

<b>Ingleby Barwick Community Hall</b>	Town Council representative on the Management Committee.
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Councillor James Emmerson declared a personal/prejudicial interest in the following item:

<b>Agenda Item No. 15</b>	<b>Young People and Politics Engagement</b>
	Involved with Bite the Ballot.

Councillor Emmerson advised that he would be leaving the meeting room when Agenda Item No. 15 was considered.

**Chairman.....**  
**SIGNED: Wednesday 15th July 2015**

Councillor Ann Kenyon declared a personal/non prejudicial interest in the following:

**Ingleby Barwick Community Hall**      Town Council representative on the Management Committee.

**I.B. Divorced/Widowed Social Group**      Member of the Group.

Councillor Megan Patterson declared a personal/non prejudicial interest as her father is a Member of Stockton-on-Tees Borough Council (S.B.C.).

Councillor Megan Patterson declared a personal/prejudicial interest in the following item:

**Agenda Item No. 15**      **Young People and Politics Engagement**  
Employed by Bite the Ballot.

Councillor Megan Patterson advised that she would be leaving the meeting room when Agenda Item No. 15 was considered.

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

Councillor Ross Patterson declared a personal/prejudicial interest in the following item:

**Agenda Item No. 15**      **Young People and Politics Engagement**  
Daughter is employed by Bite the Ballot.

Councillor Ross Patterson advised that he would be leaving the meeting room when Agenda Item No. 15 was considered.

Councillor Jenny Rutland declared a personal/non prejudicial interest in the following:

**Ingleby Barwick Community Hall**      User Group representative on the Management Committee.

**I.B. Over 50's Group**      Secretary of the Group.

**Chairman.....**  
**SIGNED: Wednesday 15th July 2015**

Councillor Ted Strike declared a personal/prejudicial interest in the following:

**Agenda Item No. 11**                      **Request for Financial Assistance from I.B. Community Partnership (IBCP)**  
Chairman of IBCP.

Councillor Strike advised that he would be leaving the room when Agenda Item No. 11 was considered.

Councillor Sally Ann Watson declared a personal/non prejudicial interest in all items involving her role as an S.B.C. Ward Councillor.

Councillor Watson also declared a personal/non prejudicial interest in the following:

**Ingleby Barwick Community Hall**                      Town Council representative on the Management Committee.

Any matters concerning or in relation to Fix It DIY & Hardware Ltd., Ingleby Barwick.

Councillor Sally Ann Watson also declared a personal/non prejudicial interest as she is a member of the Parent Teacher Association at Barley Fields Primary School.

No further interests were declared.

**To consider any requests for dispensations**

No requests for dispensations had been received.

**Register of interest forms A & B**

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

**Stockton's Local Standards Arrangements**

The Clerk referred to the correspondence from S.B.C. advising that Stockton's Local Standards arrangements are in the process of being reviewed. Part of this review will be concerned with complaints about Councillors (borough and parish) conduct and for registering members' interests. Any comments are requested by 17th July 2015.

**Chairman.....**  
**SIGNED: Wednesday 15th July 2015**

The Clerk had provided Councillors with a copy of the Flow Chart previously provided by S.B.C., for their information.

The Town Council considered the information provided.

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

**42.15-16 MINUTES OF THE ANNUAL MEETING OF INGLEBY BARWICK TOWN COUNCIL HELD ON 20TH MAY 2015. AFTER CONSIDERATION, TO APPROVE THE SIGNATURE OF THE MINUTES BY THE PERSON PRESIDING AS A TRUE AND ACCURATE RECORD.**

The Minutes of the Meeting held on 20th May 2015 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.

**43.15-16 MINUTES OF INGLEBY BARWICK ANNUAL TOWN MEETING HELD ON 13TH MAY 2015.**

**IT WAS RESOLVED** that the Minutes be noted for information only.

**44.15-16 PUBLIC PARTICIPATION.**

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

The following matter was raised:

**Provision of a Defibrillator at the Community Hall**

An update was requested on progress.

It was noted that this would be provided under agenda item 12.

No further matters were raised.

**45.15-16 INGLEBY BARWICK NEIGHBOURHOOD POLICE TEAM (IBNPT).**

No representative was present.

Councillor Tom Bowman arrived at the meeting at this point.

Chairman.....  
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**46.15-16 INGLEBY BARWICK ENFORCEMENT SERVICE.**

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

Helen provided a general overview of incidents in Ingleby Barwick East and West.

Reference was made to the incidence of anti social behaviour, fires in the woods, parking issues particularly at the primary schools etc.

A general update was provided on Lowfields and Beckfields shopping centres and the areas adjacent.

Reference was made to the recent correspondence received regarding various issues at Greenside.

A general discussion took place and various comments were raised.

The Chairman thanked Helen Dobson for her attendance and the information provided. Helen left the meeting at this point.

**COUNCILLOR TED STRIKE LEFT THE MEETING ROOM WHILST THE NEXT ITEM WAS CONSIDERED.**

**47.15-16 REQUEST FOR FINANCIAL ASSISTANCE FROM INGLEBY BARWICK COMMUNITY PARTNERSHIP.**

The Chairman invited the two representatives present from IBCP to address the meeting.

The representatives noted that IBCP are holding their third Summer Carnival on 18th and 19th July 2015. The venue for the two day event is the land adjacent to Tesco.

A brief overview was provided on arrangements in place, works undertaken, discussions and liaison with various parties including Stockton's Independent Safety Advisory Group (ISAG).

Reference was also made to the expenditure involved

The completed grant application form and supporting documentation required, had been provided.

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A copy of IBCP's recent bank statement was made available at the meeting.

Reference was made to the intended use of the grant which was as follows:

- £ 200 Punch & Judy Show
- £ 200 Teesside Pipe Band

Clarification was received on various points raised.

The Chairman thanked the representatives from IBCP for their attendance and the information provided.

The Town Council considered the grant application and supporting information provided.

A general discussion took place and various comments were raised.

**IT WAS RESOLVED** that the Town Council is in agreement to provide financial assistance of £ 400, from the Seamer Wind Farm Community Fund, which is to be used towards funding the Punch & Judy Show and the Teesside Pipe Band. A copy of the receipts to be provided in due course for the Town Council records.

The representatives from IBCP thanked the Town Council for their support and left the meeting at this point.

**COUNCILLOR TED STRIKE RETURNED TO THE MEETING ROOM AT THIS POINT.**

**48.15-16 MATTERS ARISING AND UPDATES FROM THE MINUTES OF THE TOWN COUNCIL.**

**Minute No. 150.14-15 Provision of a Defibrillator at Ingleby Barwick Community Hall.**

It was noted that information is still awaited from the North East Ambulance Service on the type of defibrillator recommended and the casing/fitting requirements etc, which is being followed up.

Reference was made to funding, particularly the criteria which needs to be met for the package from the British Heart Foundation.

**Chairman.....**  
**SIGNED: Wednesday 15th July 2015**



Particular reference was also made to siting of the defibrillator and training requirements.

The Clerk referred to the defibrillator provided in Hilton which had been funded through Hilton's Seamer Wind Farm Community Fund. The Clerk advised that she is currently awaiting feedback on the matter.

**Minute No. 17.15-16 Insurance Policy, Claim for 4 No. Half Planted Barrels.**

Receipt of notification from Zurich that the total sums insured as per the Town Council's policy is £ 400.00, which is the limit of liability. Zurich are happy to give the go ahead on the quote provided of £ 400.00, however the settlement will be less any excess.

**Minute No. 26.15-16 Training Events.**

It was noted that Councillors James Emmerson, Ann Kenyon, Megan Patterson, Jenny Rutland, Ted Strike and Sally Ann Watson had attended the training event on 10th June 2015.

Members provided general feedback on the content of the course and the information provided. Particular reference was made to Community Engagement.

It was suggested that the Town Council ascertain further information with regard to Neighbourhood Plans and Parish/Town Plans.

It was agreed that this matter be placed on the agenda for consideration at the Town Council meeting in July 2015.

**Minute No. 35.15-16 Clerks Report and Correspondence, Groundwork NE, River Tees Rediscovered (RTR).**

It was noted that the Town Council had agreed to express an interest in being involved with River Tees Rediscovered Landscape Partnership. The Clerk had replied to Groundwork NE accordingly.

Reference was made to the correspondence received from Groundwork NE advising that Tees Archaeology is delivering the Community Archaeology strand of RTR and is already working with Ingleby Barwick Library to develop a schools loan box based on the archaeology of the area.

Various ways of raising awareness to the heritage of Ingleby Barwick were highlighted.

A member of staff from Tees Archaeology would be happy to attend a Town Council meeting to discuss the ideas further.

**Chairman.....**  
**SIGNED: Wednesday 15th July 2015**

The Town Council considered the information provided.

It was agreed that the Town Council invite a representative from Tees Archaeology to attend a forthcoming meeting. The dates of the Town Council meetings in July and September 2015 to be provided to ascertain their availability.

**49.15-16 TO CONSIDER APPOINTMENT OF A STAFFING COMMITTEE.**

The Clerk referred to the information provided which included draft Terms of Reference for the proposed Staffing Committee.

A general discussion took place and various comments were raised.

**IT WAS RESOLVED** that the Town Council appoint a Staffing Committee which will consist of the following Councillors:

- Councillor Ann Kenyon
- Councillor Jenny Rutland
- Councillor Ted Strike

**IT WAS RESOLVED** that the Terms of Reference for the Staffing Committee be as per those laid before the Town Council, with no amendment.

**50.15-16 TOWN COUNCIL FACEBOOK PAGE.**

A general discussion took place and various comments were raised in respect of how the facebook page would be set up and administered.

It was noted that the page would be restricted to the Town Council providing information only and would not be an open forum.

It was also noted that users would be directed to the Town Council website for contact information.

It was suggested that the Clerk be the account administrator.

It was agreed that initially the contend providers would be Councillors James Emmerson and Megan Patterson, with the view to rotating the task between Councillors.

**IT WAS RESOLVED** that Councillors James Emmerson and Megan Patterson liaise with the Clerk to arrange for the Facebook page to be set up accordingly.

**Chairman.....**  
**SIGNED: Wednesday 15th July 2015**

**51.15-16 YOUNG PEOPLE AND POLITICS ENGAGEMENT.**

Councillor Megan Patterson outlined the work of Bite The Ballot, a registered charity, which is a not-for-profit, party-neutral, democracy movement on a mission to empower young people. They educate citizens on the democratic process and encourage democratic participation. The core aim is to engage, inform and register to vote every 16-24 year old in the UK.

The establishment of a Youth Town Council was also outlined by Councillors James Emmerson and Megan Patterson.

It was requested that Ingleby Barwick Town Council give consideration to the following:

- **Endorsing Bite The Ballot's cause**/pass a motion supporting their work in Ingleby Barwick
  - Support when visiting I.B. Secondary Schools, youth groups etc
  - Support Bite The Ballot workshops (Democracy Days, Top-up politics lessons, voter engagement sessions) - these often take place in community centres for those who sign up or in schools, sixth forms, youth groups, primary schools
  - Encourage young people to take an interest in politics (advertise events on I.B. Town Council's potential Facebook page, website etc.) Anything that promotes democratic participation
  
- **Support a Youth Town Council**
  - Set up a Youth Town Council where young people from local schools, youth groups etc can be involved in the political process
  - Guidance on the formation of Youth Town Councils
  - Bite The Ballot can provide training days for young town councillors (workshops on the workings of town council, introduction to being a youth town councillor, general politics lessons etc). They can also provide a staff member to organise meetings for the youth town council, produce agendas, minutes and submit all relevant information to I.B.'s Town Clerk
  - They would ask the Town Council to meet the small costs of hiring a room for meetings and the stationery costs of printing the agendas/minutes

**Chairman.....**  
**SIGNED: Wednesday 15th July 2015**

**COUNCILLORS JAMES EMMERSON, MEGAN PATTERSON AND ROSS PATTERSON LEFT THE MEETING ROOM WHILST THE MATTER WAS CONSIDERED.**

The Town Council considered the information provided.

A general discussion took place and various comments were raised.

**IT WAS RESOLVED** that the Town Council is in agreement to endorse Bite The Ballot's cause and support their work in Ingleby Barwick.

**IT WAS RESOLVED** that the Town Council supports the creation of an I.B. Youth Town Council.

**COUNCILLORS JAMES EMMERSON, MEGAN PATTERSON AND ROSS PATTERSON RETURNED TO THE MEETING ROOM AT THIS POINT.**

**52.15-16 PROPOSED COMMUNITY CENTRE, THE RINGS.**

It was noted that a meeting of the Working Group had taken place on 4th June 2015. A brief report back was provided.

The Business Case was referred to.

The Clerk advised that she had arranged for members of the Working Group to visit The Youthy at Thornaby on 24th June 2015 and visits had been organised to the Youth Cafes/Clubs at Stockton and Billingham in July 2015.

It was noted that the Clerk would be meeting with S.B.C.'s Strategic Economic Growth Officer on 18th June to begin looking at the Programme.

The next meeting of the Working Group will take place first week in July 2015.

**53.15-16 WAR MEMORIAL, INGLEBY BARWICK.**

**Licence Agreement**

The Clerk advised that she had contacted S.B.C. to ascertain as to what stage they are at with progressing the Licence Agreement for the War Memorial. A response is awaited.

**Chairman.....**  
**SIGNED: Wednesday 15th July 2015**

**Ornamental Railings**

It was noted that signed letters of support from residents for the proposed erection of the ornamental railings are continuing to be pursued.

**54.15-16 'THE GREAT INGLEBY BARWICK BAKE OFF' COMPETITION.**

The Town Council gave consideration to holding the competition in 2015.

It was suggested that the competition be held in aid of Children in Need, as per 2014.

A general discussion took place and various suggestions were raised as to how the competition could be expanded.

It was agreed that a Working Group be established to progress the competition and report back to the Town Council with further information.

**IT WAS RESOLVED** that the Working Group consist of the following Councillors, assisted by the Clerk:

- Councillor James Emmerson
- Councillor Megan Patterson
- Councillor Ted Strike
- Councillor Sally Ann Watson

**55.15-16 WELCOME SIGNS AT THE ENTRANCES INTO INGLEBY BARWICK.**

No further information to date.

**56.15-16 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.

**Chairman.....**  
**SIGNED: Wednesday 15th July 2015**

**(b) Accounts due for Payment.**

The following schedule was considered:

Receipt of the following:

Date	Description	Amount
12/06/15	Seamer WF Community Fund	£ 558.34

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

Date	Cheque No.	To whom	Purpose	Amount
17/06/15	101996	Website May 2015	Hosting & Maintenance Fee	£ 20.00
17/06/15	101997	Richardson Moving & Storage	Storage of Christmas Tree June/July 2015	£ 46.80
17/06/15	101998	IBCH Management Committee	Use of Small Hall June 2015	£ 18.75
17/06/15	101999	Clerk	Remuneration June 2015	
17/06/15	102000	HMRC (Paid at Post Office)	Clerk Tax & NI & Employer NI Contributions June 2015	
17/06/15	102001	Clerk	Reimbursement: Postage Stationery Total	£ 4.88 £ 6.00 £ 10.88
	102002	VOID		
17/06/15	102003	Mrs C. Whitehead	Internal Audit 2014/2015	£ 50.00
29/06/15	SO	Robinsons	Rent due 05/07/15	£ 250.00
29/06/15	SO	Teesside PF	Employer & Clerk Contributions June 2015	

**Chairman.....**  
**SIGNED: Wednesday 15th July 2015**

**(c) End of Year Accounts 2014/2015**

The Clerk advised Members that the threshold for preparing the end of year accounts on an Income and Expenditure basis is £200,000; therefore this year's accounts, as in previous years, had been prepared on a Receipts and Payments basis.

The year-end Accounts for the financial year 2014/2015 which had been prepared on a Receipts and Payments basis, were laid before the Town Council for approval. The balance at 31<sup>st</sup> March 2015 is **£ 142,129.08.**

**IT WAS RESOLVED** that the Accounts be approved and were signed by the Chairman of the Town Council accordingly.

**(d) BDO LLP - Annual Return 2014/2015.**

The Clerk advised that 6th July 2015 is the appointed date on or after which interested parties and local electors for Ingleby Barwick may exercise their rights under the Accounts and Audit (England) Regulations 2011 and the Audit Commission Act 1998, in respect of the accounts of Ingleby Barwick Town Council for the financial year ending on 31st March 2015.

The Clerk informed that she has displayed the Notice advertising the audit, as required.

The Clerk outlined the requirements for completion of the Annual Return.

The Clerk advised that Councils with income or expenditure greater than £200,000 must complete an intermediate audit questionnaire as part of the submission for audit. This is not applicable to Ingleby Barwick Town Council for the financial year ending 31st March 2015.

**(i) Section 1 – Accounting Statements 2014/15**

The Clerk informed that as the Council is below the threshold for income and expenditure accounting the Annual Return is presented in the receipts and payments format.

This section was duly completed using the receipts and payments figures from the year-end accounts.

**Chairman.....**  
**SIGNED: Wednesday 15th July 2015**

The Clerk noted that the Town Council is required to submit to the auditor a brief explanation of significant variations from last year to this in Section 1; and bank reconciliation as at 31<sup>st</sup> March 2015.

**IT WAS RESOLVED** that the Town Council approves Section 1 of the Annual Return, including the corresponding explanations and bank reconciliation. The Chairman signed Section 1 of the Annual Return accordingly.

**(ii) Section 2 – Annual Governance Statement 2014/15**

The Clerk noted the requirement in number 5 – ‘we have carried out an assessment of the risks facing the Council **and** taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.’

**IT WAS RESOLVED** that the Town Council has fulfilled this requirement.

The Clerk noted the requirement in number 6 – ‘we have maintained throughout the year an adequate and effective system of internal audit of the council’s accounting records and control systems.’

**IT WAS RESOLVED** that the Town Council has fulfilled this requirement.

Section 2 was completed accordingly.

**IT WAS RESOLVED** that the Town Council approves the information provided in Section 2 of the Annual Return, the Chairman signed the document accordingly.

**(iii) Section 3 – External Auditor Certificate and Report 2014/15**

To be completed by the External Auditor.

**(iv) Section 4 – Annual Internal Audit Report 2014/15**

The Clerk informed that Ingleby Barwick Town Council’s accounts for 2014/2015 had been audited by Carole Whitehead, Clerk to Egglecliffe and Eaglescliffe Council.

A report has been provided which had been circulated to Members for their information.

**Chairman.....**  
**SIGNED: Wednesday 15th July 2015**



It was noted that the accounts and paperwork were found to be in excellent order.

Section 4 has been duly completed by Carole Whitehead, signed and dated accordingly.

**IT WAS RESOLVED** that the Annual Internal Audit Report be approved and the comments noted.

The Clerk/RFO was thanked for her efforts.

**IT WAS RESOLVED** that the Clerk forward the completed Annual Return and additional information required, to BDO LLP by 6th July 2015.

**57.15-16 PLANNING APPLICATIONS:**

**(a) Planning Applications - Registered with Stockton-on-Tees Borough Council month ending May 2015.**

It was noted that the Clerk had circulated to Members the list of planning applications registered with S.B.C. for the month of May 2015.

Reference was made to the comments which had been submitted to S.B.C.

**IT WAS RESOLVED** that the comments be noted.

**(b) Planning Applications - Stockton-on-Tees Borough Council Delegated Decisions month ending May 2015.**

The Clerk had also circulated the list of delegated decisions made during the month of May 2015.

**IT WAS RESOLVED** that the decisions be noted.

**Chairman.....**  
**SIGNED: Wednesday 15th July 2015**

**(c) Planning Application No. 14/3012/REM**

**Proposal:** Reserved Matters Application for the Construction of 72 Dwellings and Associated Infrastructure, Appearance, Landscaping, Layout and Scale.

**A Further Chance to Comment on Amendments:** Revised Redline Boundary, Reduction in No. of Dwellings (72) and Amended Boundary and Landscape Plans.

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

The Town Council considered the amendments, in respect of planning application no. 14/3012/REM.

Reference was made to the Town Council's comments previously submitted on the application.

A general discussion took place and various comments were raised.

**IT WAS RESOLVED** that the Town Council reiterates its previous concerns raised in respect of the application which are still relevant and applicable.

**58.15-16 COMMUNITY COMMUNICATION.**

**IT WAS RESOLVED** that the next article includes the following:

- 'Bake Off' Competition
- Meeting dates
- Contact details

**59.15-16 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 correspondence received in respect of the Greenside area.

It was agreed that the matters be referred to S.B.C.

**Chairman.....**  
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**IT WAS RESOLVED** that the correspondence received be noted.

**60.15-16 TO RECEIVE ITEMS FOR INFORMATION AND CONSIDERATION FOR THE NEXT AGENDA.**

The following items to be included on the agenda for consideration at the next Town Council meeting:

Christmas Tree - storage  
Parish and Neighbourhood Plans

**61.15-16 TO GIVE CONSIDERATION TO SETTING A DATE FOR A SPECIAL MEETING.**

A general discussion took place and various comments were raised, in respect of a possible date and the items to be discussed.

It was agreed that the matter be considered at the Town Council meeting in September 2015.

**62.15-16 DATE OF JULY 2015 MEETING OF THE TOWN COUNCIL.**

The next meeting of the Town Council is scheduled to take place on Wednesday 15th July 2015 in the Small Hall at Ingleby Barwick Community Hall, Haresfield Way, Ingleby Barwick commencing at 7.00 p.m.

The Chairman thanked everyone for their attendance and closed the meeting at 9.30 p.m.

**Chairman.....**  
**SIGNED: Wednesday 15th July 2015**