

MINUTES
OF THE
ORDINARY MEETING
OF
INGLEBY BARWICK TOWN COUNCIL
HELD ON
WEDNESDAY 15TH JULY 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 15th July 2015 at 7.00 p.m.

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

Vice Chairman/Deputy Town Mayor: Councillor Tom Bowman.

Councillors: Philip English, Ann Kenyon, Ross Patterson, Jenny Rutland, Ted Strike, Cheryl Thomas and Sally Ann Watson.

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

IN ATTENDANCE: Ward Councillor Gillian Corr Ingleby Barwick (I.B.) East
 Ward Councillor Kevin Faulks I.B. East
 Ward Councillor Sally Ann Watson I.B. East
 Ward Councillor Ross Patterson I.B. West

Jean Kirby Proposed Community Centre Working Group

6 Members of the public were present at the meeting.

HOUSEKEEPING.

The Chairman advised those present of the emergency escape procedures.

The Chairman, Councillor Stefan Barnes opened the meeting with a minutes silence for Brandon Maggs.

63.15-16 NOTICE OF MEETING.

The notice convening the meeting was taken as read.

64.15-16 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors James Emmerson and Megan Patterson.

Chairman.....
SIGNED: Wednesday 9th September 2015

65.15-16 CODE OF CONDUCT.

Ward Councillors Gillian Corr and Kevin Faulks, I.B. East, arrived at the meeting during consideration of this item.

Declaration of Interests.

Councillor Stefan Barnes declared a personal/non prejudicial interest in matters concerning the following:

Agenda Item No. 11	Proposed Community Centre, The Rings Member of the Working Group.
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Councillor Tom Bowman declared a personal/non prejudicial interest in matters concerning the following:

Agenda item No. 13	Eastern Area Transport Strategy 2015/2016 Represents the Town Council on the Eastern Locality Forum who are Members of the Steering Group.
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School Governor at Whinstone Primary School.

Councillor Philip English declared a personal/non prejudicial interest in matters concerning the following:

Agenda Item No. 11	Proposed Community Centre, The Rings Member of the Working Group.
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Councillor Ann Kenyon declared a personal/non prejudicial interest in the following:

Ingleby Barwick Community Hall	Town Council representative on the Management Committee.
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I.B. Divorced/Widowed Social Group	Member of the Group.
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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. |

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

- | | |
|--|--|
| Agenda item No. 13 | Eastern Area Transport Strategy 2015/2016
Represents the Town Council on the Steering Group. |
| I.B. Community Partnership (IBCP) | Chairman of the Group. |

Councillor Cheryl Thomas declared a personal/non prejudicial interest in the following:

- | | |
|---|---|
| Agenda Item No. 11 | Proposed Community Centre, The Rings
Member of the Working Group. |
| I.B. Residents Network (currently dormant) | Member of the Network. |
| Ingleby Barwick News | Involved with the Facebook Page. |
| Ingleby Barwick Noticeboard | Involved with the Facebook Page. |

Councillor Sally Ann Watson declared a personal/non prejudicial interest in all items involving her role as a Stockton-on-Tees Borough Council (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.

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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.

66.15-16 MINUTES OF THE MEETING OF INGLEBY BARWICK TOWN COUNCIL HELD ON 17TH JUNE 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 17th June 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.

67.15-16 CASUAL VACANCY, INGLEBY BARWICK WEST.

It was noted that the outstanding declaration of acceptance of office had not been received at the meeting on 17th June 2015 and therefore a casual vacancy has arisen.

A notice of vacancy in the Office of Councillor had been displayed from 25th June 2015, advising that an election will be held to fill the vacancy if ten electors for the Parish write to the Returning Officer at S.B.C. by noon on 15th July 2015.

S.B.C. have confirmed that a request for an election was not received and the vacancy must now be filled by the Parish by co-option as soon as practicable.

IT WAS RESOLVED that the vacancy be advertised for 'expressions of interest' from persons wishing to be considered.

**Chairman.....
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IT WAS RESOLVED that the vacancy be considered by the Town Council at its Ordinary Meeting on 9th September 2015, when applicants would be expected to attend to give a presentation.

68.15-16 PUBLIC PARTICIPATION.

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

The following matters were raised:

Planted Half Barrels

It was queried as to whether the planted half barrels would be replaced. If they were, Jean Kirby volunteered to help maintain them. A general discussion took place and various comments were raised as to how the barrels could be secured. Reference was made to the possibility of chain linking them together.

Romano British Villa, Quarry Farm, Ingleby Barwick

An update was requested. It was agreed that the matter be followed up with S.B.C. to ascertain any further information on progress.

69.15-16 INGLEBY BARWICK NEIGHBOURHOOD POLICE TEAM (IBNPT).

There was no representative in attendance.

70.15-16 INGLEBY BARWICK ENFORCEMENT SERVICE.

There was no representative in attendance.

The Clerk referred to the list of questions which had been submitted to S.B.C. Enforcement.

The matter will be considered by the Town Council in October as previously agreed.

S.B.C. have advised that they will provide the relevant information as soon as possible.

It is suggested that maybe 2/3 Councillors and the Clerk meet with Enforcement when the information is provided to ensure that adequate detail is available when the Town Council consider the matter.

IT WAS RESOLVED that Councillors Ann Kenyon, Jenny Rutland, Ted Strike and the Clerk meet with Enforcement.

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71.15-16 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.

The Information from British Heart Foundation was circulated which included the following information in respect of obtaining the Community Package:

- £400 donation required
- Explain why you need BHF funding
- Demonstrate a willingness to cascade training to members of the community
- Unrestricted access to the PAD
- No bracket, cabinet or other housing provided
- Don't usually support locked or coded cabinets

It was noted that contact is still awaited from the North East Ambulance Service on the type of defibrillator recommended and the casing/fitting requirements etc.

The Clerk referred to the information circulated in respect of the defibrillator provided in Hilton which had been funded through Hilton's Seamer Wind Farm Community Fund.

The information provided on costings was considered.

A general discussion took place and various comments were raised, including reference to training.

It was generally agreed, that given the information provided, purchasing the defibrillator independently would be the best option.

Further information to be obtained regarding care, maintenance, insurance etc.

Minute No. 237(c).14-15 Myton Park Primary School Gardening Club.

It was noted that volunteers are required for watering the plants over the summer holidays.

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Minute No. 47.15-16 IBCP Family Fun Weekend.

Councillor Ted Strike provided a brief update on preparations for the Family Fun Weekend on 18th/19th July 2015.

Minute No. 50.15-16 Town Council Facebook Page.

It was agreed that Councillors be advised as to when the Facebook page is to be set up once finalised with Councillors James Emmerson and Megan Patterson.

Minute No. 54.15-16 'The Great Ingleby Barwick Bake Off' competition.

It was noted that the Working Group would be meeting over the coming weeks to begin progressing with arrangements.

72.15-16 PROPOSED COMMUNITY CENTRE, THE RINGS.

It was noted that a meeting of the Working Group had taken place on 1st July 2015.

Jean Kirby provided a brief verbal update.

Councillor Stefan Barnes provided a brief update on preparation of the Business Case.

Reference was made to the Programme.

Reference was also made to the visits to The Youthy at Thornaby and the Youth Cafes/Clubs at Stockton and Billingham.

It was noted that members of the Working Group and the Clerk would be meeting with S.B.C. Officers on 28th July 2015 to discuss the Business Case and Programme, etc.

Councillor Ross Patterson arrived at the meeting at this point.

73.15-16 WAR MEMORIAL, INGLEBY BARWICK - To consider the following:

Licence Agreement

The Licence Agreement, plan and photograph provided by S.B.C. were considered.

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Reference was made to the 'Licence Period' and the 'Termination' clause.

A discussion took place and various comments were raised.

IT WAS RESOLVED that the Town Council agrees to enter into the Licence Agreement with no amendment. The Agreement, plan and photograph to be signed by the Chairman/Town Mayor Councillor Stefan Barnes and the Vice Chairman/Deputy Town Mayor Councillor Tom Bowman, witnessed by the Clerk accordingly.

Ornamental Railings

Signed letters of support from residents for the proposed erection of the ornamental railings are continuing to be pursued.

74.15-16 EASTERN LOCALITY FORUM AREA TRANSPORT STRATEGY 2015/2016, STEERING GROUP MEETING 1ST JULY 2015.

Reference was made to the information provided by S.B.C. which included the following:

- Eastern Area Transport Strategy (EATS) - Current Priorities
- EATS - Scoring Summary 2015
- EATS - Allocation 2015
- Barwick Way Crossing - Plan

A report from Councillor Ted Strike had also been provided and circulated to Councillors.

General feedback was provided from the Steering Group Meeting.

Particular reference was made to the following schemes:

- Barwick Way/Blair Avenue pedestrian crossing
- Lowfields Avenue/Hollybush zebra crossing

A general discussion took place and various comments were raised.

It was noted that the Barwick Way crossing scheme is estimated at £ 25,000. The suggested funding allocation was outlined.

Ward Councillors Gillian Corr and Kevin Faulks addressed the meeting.

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Reference was made to funding for the Barwick Way crossing scheme.

It was noted that £ 10,000 is to be allocated from EATS, along with contributions from I.B. Ward Councillors and the Town Council.

It was requested that the Town Council give consideration to allocating £ 5,000 to the scheme.

The Town Council considered the matter.

IT WAS RESOLVED that the Town Council is in full support of the scheme and agreed to contribute £ 5,000.

The Clerk to advise S.B.C. accordingly.

The Town Council looks forward to seeing the scheme implemented.

It was suggested that the Town Council set aside an amount in the budget for allocation towards schemes raised through EATS.

It was agreed that this be considered when setting the budget for 2016/2017.

75.15-16 INGLEBY BARWICK CIRCULAR TRAIL.

Reference was made to the suggestion that barriers be installed at the entrances to the Circular Trail to restrict access for motorbikes.

Designs and costing information had been circulated.

Ward Councillor Kevin Faulks addressed the meeting and provided an update.

It was noted that there will be a further two barriers installed making a total of three. One of which will be sited at Lowfields and the other at Beckfields. It is intended that a further two barriers be held in reserve for future consideration.

Reference was made to the patches of Giant Hogweed in the Leven Valley area.

Reference was also made to the possibility of signage being provided to show the access points to the Circular Trail. It was noted that S.B.C. officers are working on this which is subject to funding becoming available.

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The possibility of a quarterly newsletter was referred to which could include information such as the Circular Trail.

Councillor Philip English submitted his apologies and left the meeting at this point.

Ward Councillor Kevin Faulks also submitted his apologies and left the meeting at this point.

76.15-16 ROUNDABOUTS AT THE MAIN ENTRANCES INTO INGLEBY BARWICK.

Reference was made to the suggestion of brightening up the roundabouts at the main entrances with 'Ingleby' or 'Ingleby Barwick' in flowers.

A general discussion took place and various comments were raised.

Reference was made to enhancement of Quarry Farm roundabout at the entrance to The Rings.

It was agreed that enhancing the entrances to Ingleby Barwick be combined with considering the welcome signs. This to be a standing item on the agenda.

77.15-16 PARISH PLANS AND NEIGHBOURHOOD PLANS.

It was noted that some communities are already involved in planning for their area through community led parish plans. Community led parish plans cover all things important to a community and are not directly linked to the planning system.

Community-led parish plans are valid tools for parish councils to use and provide a more informal basis on which to undertake neighbourhood planning.

Neighbourhood plans relate to the use and development of land.

It was agreed that further information be sought from external sources and the matter be considered at a future meeting. It was suggested that a Special meeting be arranged in due course.

78.15-16 WELCOME SIGNS AT THE ENTRANCES INTO INGLEBY BARWICK.

No further information to date.

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It was agreed that the agenda item be renamed as 'Welcome Signs and Enhancement of the Entrances into Ingleby Barwick'.

79.15-16 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.

(b) Accounts due for Payment.

The following schedule was considered:

Receipt of the following:

Date	Description	Amount
08/06/15	Business Saver Account Interest	£ 0.04
08/06/15	Base Rate Tracker Account Interest	£ 31.28

The following payment has already been made:

Date	Cheque No.	To whom	Purpose	Amount
	102004	VOID		
29/06/15	102005	George Robinson	Service Charges for Office	£ 82.84

IT WAS RESOLVED that the Town Council confirms its approval of the account paid.

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

Date	Cheque No.	To whom	Purpose	Amount
08/07/15	DD	EE	Telephone & Broadband	£ 36.40
08/07/15	DD	PC World	Computer Cover	£ 13.21
15/07/15	102006	CTP	Councillor Training 10/06/15	£ 210.00
15/07/15	102007	Clerk	Remuneration July 2015	
15/07/15	102008	HMRC (Paid at Post Office)	Clerk Tax & NI & Employer NI Contributions July 2015	
15/07/15	102009	Clerk	Reimbursement: Postage	£ 12.60
			Stationery	£ 5.00
15/07/15	102010	Cllr Stefan Barnes	Reimbursement: Comp. Software for TCouncil	£ 12.95
15/07/15	102011	CPC Computing	Website Hosting	£ 20.00
15/07/15	102012	Richardsons Mov & Storage	Storage of Xmas Tree July/August 2015	£ 46.80
28/07/15	SO	Robinsons	Rent due 05/08/15	£ 250.00
28/07/15	SO	Teesside PF	Employer & Clerk Contributions July 2015	

IT WAS RESOLVED that scheduled payments which require to be paid before the next meeting on 9th September 2015 be authorised for payment.

The payments to be reported to the Town Council at the September meeting, accordingly.

(c) Planted Half Barrels

It was noted that Zurich have advised that they are happy to go ahead with the quote provided of £ 400.00, however the settlement will be less £ 100.00 excess.

IT WAS RESOLVED that the Town Council is in agreement to replace the barrels and incur the £ 100.00 excess.

A method of securing the barrels in place is to be progressed, prior to the barrels being purchased.

IT WAS RESOLVED that replacement plaques be purchased, once the barrels are in place.

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(d) Christmas Tree Storage Costs.

It was suggested that this be progressed, with the view to reducing the storage costs.

It was agreed that this could be looked at for consideration in the future.

80.15-16 PLANNING APPLICATIONS:

(a) Planning Applications - Registered with S.B.C. month ending June 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 June 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 - S.B.C. Delegated decisions month ending June 2015.

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

IT WAS RESOLVED that the decisions be noted.

81.15-16 COMMUNITY COMMUNICATION.

Reference was made to the article in Gossip.

IT WAS RESOLVED that the next article includes the following:

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

82.15-16 CLERKS REPORT AND CORRESPONDENCE.

The Clerks Report and correspondence was considered.

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

The Clerk referred to the correspondence received.

Reference was made to the following:

Post Referendum Planning Meeting - Invitation for the Chair or nominated Councillor(s) to attend an informal meeting on 20th July 2015.

IT WAS RESOLVED that the information be noted.

Councillor Ted Strike advised that he would be attending the meeting in a personal capacity.

The Clerk referred to correspondence from St. Francis of Assisi Church regarding the possibility of submitting a grant application for financial assistance towards replacement of the boiler in the Church Hall.

Further information is being sought on the matter.

IT WAS RESOLVED that the correspondence received be noted.

83.15-16 TO RECEIVE ITEMS FOR INFORMATION AND CONSIDERATION FOR THE NEXT AGENDA.

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

The Great Ingleby Barwick Bake Off Competition in Aid of Children in Need.

84.15-16 DATE OF SEPTEMBER 2015 MEETING OF THE TOWN COUNCIL - Wednesday 9th September 2015.

The Chairman thanked everyone for their attendance and closed the meeting at 8.30 p.m.

Chairman.....
SIGNED: Wednesday 9th September 2015