

MINUTES  
OF THE  
SPECIAL MEETING  
OF  
INGLEBY BARWICK TOWN COUNCIL  
HELD ON  
WEDNESDAY 27TH JANUARY 2016  
IN THE  
MEETING ROOM  
AT  
ST FRANCIS OF ASSISI CHURCH HALL  
BARWICK WAY  
INGLEBY BARWICK

PREPARED BY  
PAULA M. HALL  
CLERK TO THE TOWN COUNCIL

**INGLEBY BARWICK TOWN COUNCIL**

**MINUTES of the SPECIAL MEETING of INGLEBY BARWICK TOWN COUNCIL held in the Meeting Room at St. Francis of Assisi Church Hall, Barwick Way, Ingleby Barwick on Wednesday 27th January 2016 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, Allan Mitchell, Megan Patterson, Ross Patterson, Jenny Rutland, Ted Strike and Sally Ann Watson.

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

**IN ATTENDANCE:** Ward Councillor Gillian Corr                    Ingleby Barwick East  
                                 Ward Councillor Kevin Faulks                    Ingleby Barwick East  
                                 Ward Councillor Sally Ann Watson                    Ingleby Barwick East  
  
                                 Ward Councillor Ross Patterson                    Ingleby Barwick West  
  
                                 Mick McLone                    Enforcement Services, Stockton  
                                 Jamie Stephenson                    Enforcement Services, Stockton  
  
                                 Jean Kirby                    Proposed Community Centre Working Group

10 Members of the public were present at the meeting.

**HOUSEKEEPING.**

The Chairman advised those present of the emergency escape procedures.

**207.15-16 NOTICE OF MEETING.**

The notice convening the meeting was taken as read.

**208.15-16 APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Town Councillor Cheryl Thomas.

Apologies for absence were also received from Ward Councillor David Harrington.

**Chairman.....**  
**SIGNED: Wednesday 21st September 2016**

**209.15-16 CODE OF CONDUCT.**

**To Consider a Dispensation for all Town Councillors in Respect of Setting the Precept**

The Clerk referred to the supporting information provided in respect of this item.

It was noted that since the new standards regime came in 2012, one issue which continued to arise is whether or not Council Members have a disclosable pecuniary interest (DPI) in the matter of setting the Precept when they have an interest in land in their Council's area and so pay Council Tax.

As a result, the Department for Communities and Local Government (DCLG) issued amended advice on disclosing interests, called 'Openness and Transparency on Personal Interests - A Guide for Councillors, March 2013'. This guidance says explicitly that a Councillor does not have a DPI simply because he or she is a homeowner or tenant.

The Government published an updated version of the guide 'Openness and Transparency on Personal Interests - A Guide for Councillors, September 2013' which gives basic practical information to Councillors of all tiers about how to be open and transparent about their personal interests. It replaced the earlier guide published in March 2013.

The guidance confirms that owners or tenants of land **do not have a disclosable pecuniary interest** in the matter of setting the Council Tax or Precept since decisions on the Council Tax or Precept do not materially affect their interest in the land. For example, it does not materially affect the value of a home, the prospects of selling that home, or how one might use or enjoy that land.

**IT WAS RESOLVED** that the information be noted and no dispensation was required.

**Chairman.....**  
**SIGNED: Wednesday 21st September 2016**





No further interests were declared.

**210.15-16 PUBLIC PARTICIPATION.**

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

The following matter was raised by 7 of the residents in attendance:

**Planning Application No. 15/3136/FUL**

**Proposal:** Application for the Erection of 12 No. Commercial Units consisting of Retail and Non-Retail (Use Classes A1, A2, A3 and A5) Uses, to include a Cafe/Bistro (A3 /A4 Use) with Associated Access, Car Parking and Landscaping.

**Location:** Land at Sandgate, The Rings, Ingleby Barwick.

**COUNCILLOR SALLY ANN WATSON EXPRESSED AN INTEREST AND LEFT THE MEETING ROOM BEFORE ANY DISCUSSION TOOK PLACE.**

The Chairman invited the residents present to address the Town Council.

The residents raised concerns in respect of access, with particular regard to deliveries to the shopping area.

A general discussion took place and various comments were raised.

It was noted that the planning application would be considered by the Town Council at its meeting on 17th February 2016. The comments raised would be given due consideration.

The residents were thanked for their attendance and left the meeting at this point.

Three residents were still present at the meeting.

**COUNCILLOR SALLY ANN WATSON RETURNED TO THE MEETING ROOM AT THIS POINT.**

**Street Lighting**

A general discussion took place on the changes being implemented in respect of street lighting in the Borough. On completion it will generate projected savings of approx. £ 1.8m per year from reduced energy and maintenance costs.

**Chairman.....**  
**SIGNED: Wednesday 21st September 2016**

The savings will come from reduced energy and maintenance costs associated with more efficient and reliable LED lighting. Reference was also made to the lighting in Wellbrook Close.

**211.15-16 CRIME PREVENTION.**

**Ingleby Barwick Enforcement Service & Provision of the Maintenance Service Covering Beckfields CCTV 2016/2017**

The Chairman invited Mick McLone and Jamie Stephenson from S.B.C. Enforcement Service to address the meeting.

Mick McLone provided an overview of the Service.

A copy of the draft Service Level Agreement (SLA) 2016/2017 had been provided by S.B.C. The relevant figures are as follows:

Enforcement Service £ 48,616.10 + VAT per annum

Maintenance Service for Beckfields CCTV £ 466.85 + VAT per annum

**Total Service Level Agreement = £ 49,082.95 + VAT per annum**

It was noted that the VAT element can be reclaimed from HMRC.

Cost per household £ 49,082.95 divided by 7307.08 (tax base) = **£ 6.72** per annum which equates to **13p** per week.

A detailed discussion took place which included consideration to continuation of the Service and how the matter would be reviewed.

Various comments were raised.

It was agreed that a Working Group be established.

The Town Council gave consideration to continuation of the Enforcement Service and provision of the maintenance service covering Beckfields CCTV in 2016/2017.

**IT WAS RESOLVED** that the Town Council is in agreement to continue the Enforcement Service and provision of the maintenance service covering Beckfields CCTV in 2016/2017 and the costs to be included in the budget for 2016/2017.

**Chairman.....**  
**SIGNED: Wednesday 21st September 2016**

**IT WAS RESOLVED** that the Service be reviewed, as discussed.

**Policing**

The Clerk referred to NALC's Legal Topic Note 13 November 2011 - Policing Your Area.

Cleveland Police have advised that the question of part funding PCSO's has been raised elsewhere and it is believed that the matter is already under consideration with the Police Executive Team and the Police & Crime Commissioner's Office.

An overview was also provided on the longer term plans for Neighbourhood Policing.

**Public consultation**

This to be considered in due course when further information is available.

Ward Councillors Gillian Corr and Kevin Faulks submitted their apologies and left the meeting at this point.

**212.15-16 PUBLICITY**

This to continue to be considered.

**213.15-16 PROPOSED COMMUNITY CENTRE, THE RINGS.**

This to continue to be progressed.

**214.15-16 THE LOCAL AUDIT AND ACCOUNTABILITY ACT 2014.**

It was agreed that the information provided by NALC/SLCC on Smaller Authorities' Audit Appointments Ltd., be considered at the Town Council meeting to be held on 17th February 2016.

**215.15-16 CERTIFICATE IN LOCAL COUNCIL ADMINISTRATION (CiLCA).**

Consideration was given to registering the Clerk for CiLCA.

**IT WAS RESOLVED** that allowance be made in the budget 2016/2017 to progress the matter.

**Chairman.....**  
**SIGNED: Wednesday 21st September 2016**



**216.15-16 FINANCE - BUDGET/PRECEPT 2016/2017.**

The Clerk referred to the supporting information provided in respect of this item.

It was noted that the precept set for 2015/2016 was **£ 138,172.00** which equated to **£ 19.406** per annum per Band D property.

The tax base for Ingleby Barwick 2016/2017 is **7307.08** (based on 97% collection rate) and the funding allocation which the Town Council will receive is **£ 3,445.00**.

The Clerk provided Members with a draft budget for 2016/2017.

Members considered in detail each budget heading in respect of the required budget allocation.

Consideration was also given to the proposed Community Centre at The Rings, with regard to funding requirements to pursue the project. Reference was also made to the Public Works Loan Board.

The Town Council set the budget for 2016/2017.

The precept requirement is as follows:

<b>Total Requirement 2016/2017</b>	<b>£ 141,617.00</b>
Deduct Funding Allocation S.B.C.	<b>£ 3,445.00</b>
<b>Precept 2016/2017</b>	<b><u>£ 138,172.00</u></b>

**Calculation of Cost per annum per Band D property:**

**£ 138,172.00** (Precept) divided by **7307.08** (Tax Base) = **£ 18.91** per household/annum.

Reduction per Band D property = **2.58%**

It was noted that the precept for 2016/17 remains the same as 2015/16, however given the increase in the tax base the cost per household has reduced by 2.58 %

**IT WAS RESOLVED** that the Town Council's Precept requirement for 2016/2017 is **£ 138,172.00**. The Clerk to advise S.B.C. accordingly.

**Chairman.....**  
**SIGNED: Wednesday 21st September 2016**

Consideration was given to the Reserve Accounts, including movements and allocation of Funds etc.

Particular regard was given to the allocated Reserve Funds for the Proposed Community Centre at The Rings.

**IT WAS RESOLVED** that the Reserve Accounts as considered and agreed, be approved.

A copy of the breakdown of the Reserves Accounts is held on the Town Council file.

**217.15-16 PLANNING APPLICATIONS:**

**(a) Planning Application No. 15/2531/OUT**

**Proposal:** Outline application with some matters reserved for a residential development of up to 65 no. houses and associated access.

**Location:** Land Off Roundhill Avenue, Ingleby Barwick.

It was agreed that this item be considered at the Town Council meeting to be held on 17th February 2016.

**218.15-16 DATE OF FEBRUARY 2016 MEETING OF THE TOWN COUNCIL - Wednesday 17th February 2016.**

The next meeting of the Town Council is scheduled to take place on Wednesday 17th February 2016 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 9.00 p.m.

**Chairman.....**  
**SIGNED: Wednesday 21st September 2016**