

MINUTES
OF THE
ORDINARY MEETING
OF
INGLEBY BARWICK TOWN COUNCIL
HELD ON
WEDNESDAY 20TH JULY 2016
AT
INGLEBY BARWICK COMMUNITY HALL
HARESFIELD WAY
INGLEBY BARWICK

MINUTES TAKEN AND PREPARED BY RICHARD DANIELS

ADDITIONAL INPUT TO THEIR PREPARATION FROM PAULA M. HALL

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 20th July 2016 at 7.00 p.m.

PRESENT: Chairman/Town Mayor: Councillor Stefan Barnes.

Councillors: James Emmerson, Ann Kenyon, Megan Patterson, Jenny Rutland, Ted Strike, Cheryl Thomas and Sally Ann Watson.

MINUTE TAKER: Richard Daniels.

IN ATTENDANCE: Ward Councillor Sally Ann Watson I.B. East

Jean Kirby Proposed Community Centre Working Group

No Members of the public were present at the meeting.

HOUSEKEEPING.

The Chairman advised those present of the emergency escape procedures.

58.16-17 NOTICE OF MEETING.

The notice convening the meeting was taken as read.

59.16-17 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors Tom Bowman, Philip English, Allan Mitchell, Ross Patterson.

60.16-17 CODE OF CONDUCT.

Declaration of Interests.

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

Agenda Item No. 10 Proposed Community Centre, The Rings
Member of the Working Group.

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

Agenda Item No. 10 Proposed Community Centre, The Rings
Member of the Working Group.

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SIGNED: Wednesday 21st September 2016

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

Ingleby Barwick Community Hall Town Council representative on the Hall 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 S.B.C.

Councillor Megan Patterson declared a personal/non-prejudicial interest in matters concerning the following:

Agenda Item No. 10 **Proposed Community Centre, The Rings**
Member of the Working Group.

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

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

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

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

Eastern Area Transport Strategy 2016/2017 Represents the Town Council on the Steering Group.

I.B. Community Partnership Chairman of the Group

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

Agenda Item No. 10 **Proposed Community Centre, The Rings**
Member of the Working Group.

I.B. Residents Network Member of the Network (currently dormant)

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.

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SIGNED: Wednesday 21st September 2016

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 related to Fix It DIY & Hardware Ltd., Ingleby Barwick.

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.

61.16-17 MINUTES OF THE MEETING OF INGLEBY BARWICK TOWN COUNCIL HELD ON 29TH JUNE 2016. 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 29th June 2016 were considered.

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

62.16-17 INGLEBY BARWICK NEIGHBOURHOOD POLICE TEAM (IBNPT).

There was no representative in attendance.

63.16-17 INGLEBY BARWICK ENFORCEMENT SERVICE.

There was no representative in attendance.

64.16-17 PUBLIC PARTICIPATION.

No members of the public were present.

65.16-17 MATTERS ARISING AND UPDATES FROM THE MINUTES OF THE TOWN COUNCIL MEETING ON 29TH JUNE 2016

(a) Agenda item 15 – It was confirmed that Councillor Bowman, although absent from the meeting, was dealing with invoices as they became due and making the necessary payments by cheque.

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

(b) Agenda items 21 and 22 – It was agreed to keep these items on the agenda until such a time they can be addressed, or to put them back on at a later time.

66.16-17 PROPOSED COMMUNITY CENTRE, THE RINGS.

Councillor Barnes and Jean Kirby had visited two firms and put forward the requirements of the Town Council. One firm suggested the "Design & Build" approach might not meet the criteria and offered a full package instead. The other was more keen to use the "D & B" approach, but would also quote for the full package. Once Jean Kirby has secured these quotes they can be put forward for the Town Council's consideration at the September meeting.

67.16-17 SERVICE LEVEL AGREEMENT FOR THE INGLEBY BARWICK ENFORCEMENT SERVICE.

It was agreed that the SLA be considered at the next meeting.

68.16-17 INGLEBY BARWICK COMMUNITY HALL BICYCLE STANDS

Councillor Sally Ann Watson met with an officer of S.B.C. on 19th July. He advised that S.B.C. would be able to complete the installation for an approx. cost of £750, which is to be confirmed.

69.16-17 TOWN COUNCIL BENCH IN EAST WARD

(a) Councillor Sally Ann Watson confirmed that the proposed site was on land owned by Persimmon and not by S.B.C. Councillor Strike suggested that the Town Council contact Persimmon direct.

(b) Request for a Bench at St. Therese of Lisieux Church.
Councillor Barnes advised that he would contact the Church personally and explain that such a request should be made in writing and the outcome would be funding dependent.

70.16-17 WELCOME SIGNS & ENHANCEMENT OF ENTRANCES TO INGLEBY BARWICK

No update was provided as Councillor Ross Patterson was not present at the meeting.

71.16-17 FINANCE

(a) An update was provided earlier in the meeting.

(b) BDO Annual Return Form 2015-16: It was noted that a revised submission date for the completed form is awaited from BDO. Preparation of the accounts is in progress and a suitable internal auditor is to be identified.

(c) Mr.R.M.Daniels presented a bill of £275 for clerical work (June – July)

IT WAS RESOLVED that the bill from Mr Daniels be paid accordingly.

Chairman.....

SIGNED: Wednesday 21st September 2016

72.16-17 PLANNING APPLICATIONS

A brief update was provided on recent domestic applications which had been submitted.

73.16-17 COMMUNITY COMMUNICATIONS

(a) Report Back on the Possibility of an Advert in the Gossip Magazine.

Cllrs T. Strike, J. Emmerson & M. Patterson gave some idea of costings, including delivery, for a full colour, double-paged, centre spread to advertise the Town Council and its activities, such as the Bake-Off.

This matter was discussed and the Town Council agreed by a unanimous vote to pursue the matter. Cllrs Strike and Emmerson would take the project forward and bring more information to the September meeting.

(b) Update from Cllr. Cheryl Thomas about the Facebook Page.

It was noted that Cllr.Thomas, would investigate the matter further by attending the Office and working on some of the data there.

74.16-17 TO RECEIVE ITEMS OF INFORMATION FOR CONSIDERATION FOR THE NEXT AGENDA.

- (a) Defibrillator** – It was noted that the provision of a defibrillator is being progressed, including the funding aspect.
- (b) Cllr.T. Strike** said that he would like to see something provided for the Youth of the Estate, particularly during the summer months. Cllr J. Emmerson noted that this idea had been accepted in principle by the Youth Town Council, though he had not yet seen any documentation. This item to be carried forward.

75.16-17 DATE OF THE NEXT TOWN COUNCIL MEETING WILL BE WEDNESDAY 21ST SEPTEMBER 2016 AT 7.00 pm.

76.16-17 EXCLUSION OF THE PRESS & PUBLIC DURING CONSIDERATION OF THE FOLLOWING ITEMS OF BUSINESS – Under the Public Bodies (Admission to Meetings) Act 1960, the public & representatives of the press were excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.
Mr.R.M.Daniels left the room at this point, whereupon the following were discussed:

77.16-17 TOWN COUNCIL OFFICE ACCOMMODATION IN BARWICK LODGE, RENEWAL OF LEASE.

This matter was considered and is to be progressed.

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

78.16-17 TO CONSIDER STAFFING MATTERS.

This matter was discussed.

The meeting closed at approximately 2050 hrs.

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