

MINUTES
OF THE
MEETING
OF
INGLEBY BARWICK TOWN COUNCIL
HELD ON
WEDNESDAY 15TH JANUARY 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 15th January 2014 at 7.00 p.m.

PRESENT: **Chairman/Town Mayor:** Councillor Gillian Corr.

Councillors: Stefan Barnes, Gary Corr, Ann Kenyon, Jean Kirby and Denise Powell.

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

IN ATTENDANCE: Ward Councillor Gillian Corr Ingleby Barwick East
Ward Councillor Jean Kirby Ingleby Barwick East

PCSO Jonathan Wardle Neighbourhood Police Team

Helen Dobson I.B. Enforcement Service

2 Members of the public were present at the meeting.

The Chairman, Councillor Gillian Corr opened the meeting and welcomed all present to the January 2014 Meeting of Ingleby Barwick Town Council.

165.13-14 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.

166.13-14 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 Tom Bowman, Linda Dixon, Philip English and Esther Harrington.

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

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167.13-14 CODE OF CONDUCT.

(a) Code of Conduct

The Town Council gave consideration to updating the descriptions of some of the 'General Principles of Conduct' in the Preamble to the Town Council's Code, to reflect the revised version of the descriptions to the Nolan Principles approved and published by the Committee on Standards in Public Life.

It was noted that the Preamble and the General Principles of Conduct are included with the Town Council's Code of Conduct for information purposes only.

A copy of the existing Preamble and the proposed revised Preamble, which include the 'General Principles of Conduct' had been circulated to Councillors for their observation prior to the meeting.

IT WAS RESOLVED that the Town Council is in agreement that the proposed revised Preamble be approved. The Code of Conduct to be revised accordingly.

A copy of the revised Code of Conduct to be forwarded to David Bond, Director of Law & Democracy at Stockton-on-Tees Borough Council (S.B.C.).

(b) 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 Gary Corr declared a personal/non prejudicial interest as his spouse is a Member of S.B.C.

Councillor Gary Corr declared a personal/non prejudicial interest in the following item:

- | | | |
|---------------------------|---|---|
| Agenda Item No. 13 | - | Projects 2014/2015
Involved in progressing quotations for the project to erect ornamental railings around the War Memorial. |
|---------------------------|---|---|

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Councillor Gillian Corr declared a personal/non prejudicial interest in the following items:

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

Specific Reference was also made to the following items:

Agenda Item No. 13 - **Projects 2014/2015**
Involved in progressing quotations for the project to erect ornamental railings around the War Memorial.

Agenda Item No. 17(a)(b) - **Planning Applications.**
Member of S.B.C. Planning Committee (Vice-Chairman).
Councillor Corr 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 Gillian Corr advised that she is Member and also Vice Chairman of S.B.C. Planning Committee and would not be getting involved/giving a view at Parish level and would be leaving the meeting room whilst the following planning matters were considered:

Agenda Item No. 17 (c) - **Planning App. No.13/3077/VARY.**

Agenda Item No. 17 (d) - **Planning App. No. 13/3107/OUT.**

Agenda Item No. 18 - **S.B.C. Consultation on the Draft Affordable Housing Supplementary Planning Document.**

Councillor Gillian Corr declared a personal/non prejudicial interest as she is a school governor at Myton Park Primary School.

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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.

Specific Reference was made to the following items:

Agenda Item No. 17(a)(b) - 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 Kirby advised that she is a Member of S.B.C. Planning Committee and would not be getting involved/giving a view at Parish level and would be leaving the meeting room whilst the following planning matters were considered:

Agenda Item No. 17 (c) - Planning App. No.13/3077/VARY.

Agenda Item No. 17 (d) - Planning App. No. 13/3107/OUT.

Agenda Item No. 18 - S.B.C. Consultation on the Draft Affordable Housing Supplementary Planning Document.

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.

No further interests were declared.

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168.13-14 MINUTES OF THE MEETING OF INGLEBY BARWICK TOWN COUNCIL HELD ON 18TH DECEMBER 2013. 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 18th December 2013 were considered.

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

169.13-14 PUBLIC PARTICIPATION.

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

The following matter was raised by one of the members of public in attendance:

The 2014 National 400 Cycling Event 26/27th July 2014 (Audax UK)

The prestigious annual "National 400" Audax will be hosted in Teesside for 2014. This 400 km event will start from All Saints Academy in Ingleby Barwick and heads south to Ripon before turning west to Hawes and Sedbergh, after this the route goes north over Shap on the A6 to Carlisle and then comes back home via Alston and the wonderful "all downhill" section from the top of Yad Moss through Barnard Castle and home. This is a "BRM" event, which means it will help cyclists pre-qualify for the 1200 km "Paris-Brest-Paris" in 2015.

Riders will have a maximum time of 27 hours to complete the circuit, so they are expecting to descend Yad Moss through Teesdale at dawn with sunrise over the North Yorkshire Moors.

The Chairman thanked the member of the public for advising the Town Council of the Event and the information provided. He left the meeting at this point.

It was agreed that the Clerk forward the information provided to the Neighbourhood Police Team.

No further matters were raised.

170.13-14 INGLEBY BARWICK NEIGHBOURHOOD POLICE TEAM.

The Chairman invited PCSO Jonathan Wardle to address the meeting.

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PCSO Wardle gave a verbal report on incidents which had been reported in the previous 31 days.

The figures included the following:

Anti Social Behaviour	-	17 Reports
Criminal Damage	-	2 Reports
Theft	-	10 Reports
Burglary	-	3 Reports
Violence	-	4 Reports

It was noted that the number of incidents of anti social behaviour had significantly reduced.

There has also been a marked improvement with regard to the incidence of fires in Ingleby Barwick, with no reported incidents received over the last six weeks.

Youths congregating in and around the pedestrian underpasses is continuing to be monitored.

A general discussion took place and reference was made to Tesco, Ingleby Barwick, Charity bag collections and the Recycling facilities.

The Chairman thanked PCSO Wardle for the information provided.

171.13-14 INGLEBY BARWICK ENFORCEMENT SERVICE.

The Chairman invited Helen Dobson, Ingleby Barwick Enforcement Officer to address the meeting.

Helen referred to the Performance Report dated 17th December 2013 to 14th January 2014, a copy of which is held on the Town Council file.

A general overview was provided of the reported incidents in Ingleby Barwick East (33 Reports) and Ingleby Barwick West (23 Reports).

Helen gave a verbal report on incidents which have been dealt with or were continuing to be dealt with.

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It was reiterated that the occurrence of anti social behaviour had significantly reduced.

Particular reference was made to the incidence of dangerous/obstructive parking, dog fouling and litter.

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.

172.13-14 MATTERS ARISING FROM THE TOWN COUNCIL MEETING HELD ON 18TH DECEMBER 2013.

Minute No. 128.13-14 Town Council Bench which was Located Adjacent to the Pedestrian Underpass in the Vicinity of the Myton House Farm Public House.

It was noted that this matter would be on the agenda for consideration at the Town Council meeting in February 2014 when a decision would be made on the location/siting of the bench.

Minute No. 153.13-14 War Memorial, Flagpole & Ornamental Railing.

Three quotes are continuing to be pursued for erection of an ornamental railing around the War Memorial.

An update to be provided when the Town Council considers Agenda Item No. 13 Projects 2014/2015.

Minute No. 154.13-14 Christmas Tree, Ingleby Barwick.

It was noted that the tree was taken down on Monday 13th January 2014.

S.B.C. have confirmed that they have no storage space available and the tree has been returned to Richardson Moving & Storage at Preston Farm Business Park.

It was noted that the star at the top of the tree is faulty. S.B.C. have checked for any obvious fault but none was found. The star will need to be wrapped up, packaged and returned to Turnock's for repair.

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The Clerk confirmed that the costs involved will be approximately £ 60 for collection and shipping plus repair costs. Turnock's will arrange for collection.

IT WAS RESOLVED that the star be returned to Turnock's for repair. The Clerk to make arrangements accordingly.

Minute No. 155.13-14 Proposed Plaques for Planted Half Barrels at Christmas Tree Location.

This matter is being pursued by Councillor Philip English. An update will be provided in due course.

Councillor Jean Kirby advised that the planting/maintenance of the half barrels/tubs has now been completed.

Minute No. 159.13-14 Projects 2014/2015.

Councillor Gillian Corr advised that a meeting has been arranged with a representative from S.B.C.'s Care For Your Area on 4th February 2014, to discuss the suggestion of windbreakers for the Teen Shelters.

Councillor Stefan Barnes expressed his apologies as he was unable to attend the meeting.

A general discussion took place and various comments were raised.

Reference was made to repair and maintenance costs which would need to be taken into account if the suggestion was progressed.

An update will be provided at the Town Council's February 2014 meeting.

The Chairman thanked PCSO Wardle for his attendance and he left the meeting at this point.

173.13-14 TOWN COUNCIL WEBSITE.

It was noted that the website is now live and can be viewed at **www.inglebybarwicktowncouncil.org.uk**

A general discussion took place and various comments were raised.

Reference was made to accessing the site via Google.

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Consideration was given to the data/information which is to be made available on the website.

IT WAS RESOLVED that the data/information available be as per the Town Council's Publication Scheme.

It was suggested that information on the role and responsibilities of being a Parish/Town Councillor be made available on the website. Details on election and co-option also to be included. It was agreed that this be progressed.

174.13-14 PROPOSED COMMUNITY CENTRE, THE RINGS.

It was noted that this matter is continuing to be progressed by Councillor Ross Patterson. An update to be provided in due course.

It was agreed that this matter be deferred until the next meeting.

175.13-14 PROPOSED 'BAKE OFF' COMPETITION.

It was noted that this matter is continuing to be progressed by Councillors Megan Patterson, Ann Kenyon and Jean Kirby. An update to be provided in due course.

It was agreed that this matter be deferred until the next meeting.

176.13-14 PROJECTS 2014/2015.

It was noted that the current projects which are being progressed are as follows:

- War Memorial - Ornamental Railings
- Planted Half Barrels - Plaques/Planting/Maintenance
- Proposed 'Bake Off' Competition
- Proposed Community Centre, The Rings
- Teen Shelters - Windbreakers

Councillors Gillian and Gary Corr advised that they were progressing quotations for the project to erect ornamental railings around the War Memorial. An update was provided.

It was noted that three blacksmiths have been approached to provide quotations for the bespoke design and associated costings involved. It is envisaged that at least two quotations will be received, due to work commitments.

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Various sketches and illustrations were circulated.

A general discussion took place and various comments and suggestions were raised.

Designs and costings to continue to be pursued and be brought to the attention of the Town Council in due course.

An update on the plaques for the planted half barrels, proposed 'Bake Off' competition and the proposed Community Centre at The Rings will be provided in due course.

The suggestion of providing windbreakers at the Teen Shelters was discussed earlier in the meeting.

Reference was made to pursuing the possibility of a Christmas Event and it was suggested that discussions start early, if an event is to be arranged for Christmas 2014. It was agreed that this matter be put on the agenda for discussion at the Annual Meeting of the Town Council in May 2014.

Commemorating the First World War Centenary was also raised.

177.13-14 COUNTY DURHAM AND CLEVELAND COUNTY TRAINING PARTNERSHIP, DATA PROTECTION AND FREEDOM OF INFORMATION ACT EVENT ON THURSDAY 27TH MARCH 2014.

Consideration was given to attendance of the event.

It was noted that several Councillors and the Clerk had expressed an interest in attending the event.

It was agreed that this matter be considered at the Special Meeting of the Town Council which is to take place on Wednesday 22nd January 2014.

178.13-14 NOMINATION FOR BUCKINGHAM PALACE GARDEN PARTY ON WEDNESDAY 21ST MAY 2014.

It was noted that each year Cleveland Local Councils Association (CLCA) receives a quota of invitations to a Buckingham Palace Garden Party hosted by Her Majesty.

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This year Cleveland has been allocated four invitations (two nominated persons who should each be accompanied by a guest, either their spouse/partner/companion or son/daughter over the age of 25) to the event taking place on Wednesday 21st May 2014.

CLCA are inviting member councils to each put forward one nomination (plus accompanying guest) for an invitation to attend. Once received it is intended that these nominations will be put forward for selection by members in attendance at the next meeting of CLCA. Two nominations (plus guests) will then be selected from those received and forwarded to NALC prior to the set deadline date of 7th February 2014.

Ideally the nominee will be the Chairman of the Town/Parish Council or alternatively a Councillor may be selected to reflect the service that they have given to the Town/Parish Council.

IT WAS RESOLVED that the Chairman/Town Mayor Councillor Gillian Corr be nominated to be put forward for an invitation to attend the event. Councillor Gary Corr would be her accompanying guest, if selected.

179.13-14 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.

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

Mouchel Business Services Local Government Pension Scheme – Clerk And Employer Contribution January 2014
Paid by Standing Order

Reimbursement to the Clerk for the following:

Postage Costs 18/12/13 to 15/01/14	£ 1.20
Stationery	£ 19.90

Robinsons Rent for Office Due 5th February 2014 - Paid by Standing Order	£ 250.00
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I.B. Community Hall - January 2014

£ 18.75

Siemens Financial Services

Lease of Copier - **Paid by Direct Debit due 13/02/14 £ 122.96**

Direct Debits:

February 2014	-	£ 20.42	Orange Broadband
	-	£ 13.21	PC cover
	-	£ 1.96	Monitor cover

(c) Reserve Accounts - Seamer Wind Farm Community Fund.

It was noted that the Seamer Wind Farm Community Fund currently has a total of **£ 2,825.75**.

Ideas/suggestions have been requested from residents on how the fund could be used for the benefit of Ingleby Barwick.

Reference was made to the suggestion which had been received for the planting of fruit trees, which had been circulated to Members for their observation.

A general discussion took place and various comments were raised.

It was suggested that the Town Council contact the six local primary schools and St. Francis of Assisi CofE Church to ascertain as to whether they would be interested in planting fruit trees in their grounds, which would be purchased and donated from the Community Fund.

Initial thoughts are that up to a maximum of four trees would be supplied to each school and the church, of their chosen type(s) of fruit tree.

IT WAS RESOLVED that the Town Council is in agreement with the suggestion. The Clerk to send a letter to the six primary schools and St. Francis of Assisi CofE Church, accordingly.

An update to be provided at the Town Council meeting in February 2014.

It was agreed that the Town Council thank the resident for the suggestion and provide them with an update on the matter. The Clerk to reply accordingly.

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180.13-14 PLANNING APPLICATIONS:

(a) Planning Applications - Registered with S.B.C. for the month of December 2013.

It was noted that the Clerk had circulated to Members the lists of planning applications registered with S.B.C. for the month of December 2013.

As per the Town Council's Standing Orders the applications have been considered by the Planning 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 for the month of December 2013.

The Clerk had also circulated the list of delegated decisions made during the month of December 2013.

IT WAS RESOLVED that the decisions be noted.

COUNCILLORS GILLIAN CORR AND JEAN KIRBY LEFT THE MEETING ROOM AT THIS POINT.

(c) Planning Application No. 13/3077/VARY

Proposal: Section 73 Application to Vary Wording of Condition No.6 (Open Space strategy), 8 (Renewable Energy), 14 (Construction Method Statement) and 15 (Surface Water Management Scheme) of Planning Approval 12/2517/OUT - Outline Application for the Erection of Ingleby Manor Free School and Sixth Form and Residential Development (350 Dwellings) Including Means of Access.

Location: Land at Low Lane, High Leven, Yarm.

The Town Council considered all of the information provided in respect of planning application No. 13/3077/VARY.

IT WAS RESOLVED that the Town Council has no comments to raise in respect of the proposal.

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(d) Planning Application No. 13/3107/OUT

Proposal: Outline Application for Residential Development of up to 550 Dwellings, Local Centre up to 2500m² and Means of Access.

Location: Land at Little Maltby Farm, Low Lane, Ingleby Barwick.

The Town Council considered all of the information and plans provided in respect of planning application No. 13/3107/OUT.

IT WAS RESOLVED that the Town Council **OBJECTS** to this proposed development on the following grounds:

Development within the Designated Green Wedge

The proposed development would be an intrusion into the designated green wedge. The Bassleton Beck Valley is an important open space which provides and maintains the separation between the communities of Ingleby Barwick and Thornaby. The green wedge not only improves the appearance of the area but also allows each community to maintain its own identity.

Given the approval of planning application no. 12/2517/OUT granted on Appeal for the erection of Ingleby Manor Free School and Sixth Form as well as 350 dwellings, the current application for 550 dwellings and the anticipated application for 550 dwellings on the adjacent site, this will give rise to a total of 1,450 dwellings.

The scale and nature of this current proposal for 550 dwellings would have a severe detrimental impact on the open character of the area.

Protection of Wildlife

The area contains wildlife habitats which should be protected.

Lack of Infrastructure

Highways The traffic which would be generated from this proposal would have a significant impact on the already congested road network, at peak times, in and around Ingleby Barwick, which is already struggling to cope.

Road Safety Concerns are raised in respect of road safety issues, with particular regard to access to and from the development.

Education The additional houses will undoubtedly generate more children, of both primary and secondary school age. This will put further strain on our existing schools and give rise to a shortage of school places which is a major concern.

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Health Care Facilities There will be a major impact on access to health care services such as the local doctors and dental surgeries which are already stretched. Concerns are also raised in respect of an impact on the local hospitals.

Amenities - Supermarket, Shops, Leisure Activities & Facilities, etc Additional development will put a strain on the existing amenities.

General Comments

It is noted that the 'Principles of Development - The Overall Strategy' in the Master Plan for Ingleby Barwick dated May 1977 proposed seven villages, each with a primary school and local facilities etc. Little Maltby Farm was identified in the original Master Plan as Village 3 however this was removed from the development area when the Master Plan was revised in 1991.

Given the current proposals and the proposed development, this area would now constitute 'Village 7'.

If the proposal is allowed to go ahead it should be ensured that the 'principles of development' contained in the original framework are adhered to in order that the concerns highlighted above, are taken into account.

181.13-14 STOCKTON-ON-TEES BOROUGH COUNCIL, CONSULTATION ON THE DRAFT AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT.

The Clerk advised that the information had been circulated to Members for their observation prior to the meeting.

The Town Council considered the information provided.

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

COUNCILLORS GILLIAN CORR AND JEAN KIRBY RETURNED TO THE MEETING ROOM AT THIS POINT.

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182.13-14 COMMUNITY COMMUNICATION.

IT WAS RESOLVED that the following items be included in the next article:

- Launch of website
- Dog Fouling & Litter
- Seamer Wind Farm Community Fund
- The 2014 National 400 Cycling Event 26/27th July 2014

183.13-14 CLERKS REPORT AND CORRESPONDENCE.

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

IT WAS RESOLVED that the list of correspondence received which was circulated with the agenda for the meeting be noted. A copy is held on the Town Council file.

There was no further correspondence to consider at this meeting.

184.13-14 ITEMS FOR THE AGENDA.

The following item to be considered when setting the budget for 2014/2015:

- Telephone & Broadband Suppliers.

185.13-14 TO SET THE DATES FOR TOWN COUNCIL MEETINGS IN 2014 AND ALSO SET THE DATE FOR THE ANNUAL TOWN MEETING 2014.

It was noted that the dates of Full Council meetings at S.B.C. are taken into account when setting the Town Council meeting dates, to avoid clash of meetings. Confirmation of the dates of meetings are awaited from S.B.C.

It was agreed that this matter be considered at the Special Meeting of the Town Council which is to take place on Wednesday 22nd January 2014.

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186.13-14 DATE OF SPECIAL MEETING OF THE TOWN COUNCIL TO SET THE BUDGET FOR 2014/2015 - Wednesday 22nd January 2014.

IT WAS RESOLVED that a Special Meeting of the Town Council be held on Wednesday 22nd January 2014 in the Meeting Room at St. Francis of Assisi CofE Church, Barwick Way, Ingleby Barwick commencing at 7.00 p.m.

The Chairman thanked everyone for their attendance.

The Chairman closed the meeting.

Chairman.....

Clerk.....

SIGNED: Wednesday 19th February 2014