

Minutes of the Ordinary Meeting of the Shildon Town Council held in the Council Chamber, Civic Hall Square, Shildon, Co Durham on Monday, 8th September 2025.

Present: Councillor D Bell in the Chair
Councillors R A Bell, D L Mather, N Hanratty, P Quinn, S Quinn, S Townsend, T Hillary, D Thompson and S Luckhurst.

In attendance: Representatives of the National Association of Councillors.

TC 61/25 Notice of Meeting

The Notice convening the Meeting was taken as read.

TC 62/25 Apologies for Absence

Apologies for absence were submitted on behalf of Councillor S Ring.

TC 63/25 Public Question Time

There were no questions from members of the public.

TC 64/25 Co-option of New Councillors

Following a formal meeting with Members held on 21st August 2025 it was agreed that Mr David Thompson, Mr Neil Cleasby and Mrs Susan Luckhurst be co-opted onto Shildon Town Council to represent the Byerley Ward of Shildon.

Resolved that Mr D Thompson and Mrs S Luckhurst be co-opted onto Shildon Town Council to represent the Byerley Ward of Shildon.

Mr D Thompson and Mrs S Luckhurst signed the Declaration of Acceptance of Office of Town Councillor and joined the Meeting.

Mr N Cleasby gave his apologies for non-attendance for personal reasons.

TC 65/25 National Association of Councillors

Brian Nelson gave a small talk on the services they provided to Councillors and costs for joining.

Resolved that:

- a. thanks be extended to Brian Nelson for attending the meeting.
- b. the issue for joining be deferred to the next meeting.

TC 66/25 Declarations of Interest

There were no declarations of interest.

Signed
Chairman

TC 67/25 Members' Dispensations

No written requests for dispensations had been received.

TC 68/25 Minutes

Resolved that the minutes of the Ordinary Meeting of the Town Council held on 14th July 2025 be approved.

TC 69/25 Committee Minutes

Resolved that the minutes of the following Committees be approved and adopted:-

- | | | |
|------------------------|---|----------------------------|
| a) Service & Amenities | - | 14 th July 2025 |
| b) Resources | - | 14 th July 2025 |

TC 70/25 Police Report

No members from the Police were in attendance. Councillor N Hanratty read out their social media update.

TC 71/25 Tree Management Policy

The Town Clerk presented to Members a draft Tree Management Policy. The policy would ensure the Council complied with legal responsibilities in the management and maintenance of trees under their ownership.

Councillor S Quinn proposed and Councillor S Townsend seconded that the Tree Management Policy be approved and adopted.

Resolved that the Tree Management Policy be approved and adopted.

TC 72/25 County Durham Flag

The Town Clerk informed Members that correspondence had been received from The Association of British Counties to consider incorporating the County Durham flag image in the Councils branding and to routinely fly the County Durham Flag.

and It was proposed by Councillor L Mather and seconded by Councillor N Hanratty

Resolved that the Council would fly the County Durham flag on the specific days but would not include the image on the Town Councils branding.

TC 73/25 CCTV

The Town Clerk provided Members with the CCTV incidents table. Members requested that the Town Clerk contact the relevant department and ask for periodical breakdown or graphs relating to the CCTV on a regular basis.

Signed
Chairman

Resolved that the information be noted and any information published alongside the minutes.

TC 74/25 Amendments to Cemetery Booklet

The Town Clerk presented to Members an amended Cemetery Booklet. Members were advised that a Letter to Heaven Post Box and a Memorial Tree had recently been installed in West Road Cemetery and with these additions there was a need to adapt and update the Cemetery booklet.

It was proposed by Councillor P Quinn and seconded by Councillor S Quinn and

Resolved that:

- a. the report be received.
- b. the revised Cemetery Booklet be approved and adopted with the amendment that no fresh floral tributes etc be placed at the base of the Memorial tree.

TC 75/25 Exclusive Rights of Burial Information Pack

The Town Clerk presented to Members an Exclusive Rights of Burial Information pack to explain the process, legality and rights of individuals who own the Exclusive Right of Burial.

Councillor P Quinn proposed and Councillor T Hillary seconded that the Exclusive Rights of Burial Information Pack be approved and adopted.

Resolved that the Exclusive Rights of Burial Information pack be approved and adopted.

TC 76/25 Clothes Bank – Funding Revenue

The Town Clerk advised Members that correspondence had been received from Fundraise & Recycle Ltd to adopt a clothes bank which would generate additional income that the Council could re-direct into the community.

It was proposed by Councillor S Townsend and seconded by Councillor R Bell and

Resolved that:

- a. the report be received.
- b. a clothes bank be approved and adopted.
- c. the allocation of funds be deferred to the next meeting.

TC 77/25 Hand Up Bags

The Town Clerk advised Members that a young volunteer at Shildon Alive had made hand up bags for people in need/crisis in and around the Shildon area.

Signed
Chairman

The current funding for hand up bags was running out and the young volunteer had approached the Town Council for help in the continued delivery of the project by means of a financial donation.

Resolved that the matter be deferred to the next meeting to allow a grant aid form to be completed and that the Council ask for donations. To also invite the young volunteer to the October meeting.

TC 78/25 Durham County Councillor Updates

There were none in attendance after invites were accepted.

Resolved that the County Councillors be invited once again to attend or submit a report to be read at the meeting.

TC 79/25 Town Councillor Updates

Councillor S Quinn informed the members that a Judo Club had started up at Jubilee Fields Community Centre. There had been 2 x Fun & food events and a Veterans picnic in the park.

The Members asked that the new Community Development & Engagement Co-ordinator attend the next meeting to introduce themselves to the Council.

Resolved that:

- a. the Town Councillor updates be noted.
- b. the Council acknowledged and gave thanks to the hard work carried out by the staff, groups, organisation and volunteers to ensure the Mini Street Cavalcade and the Bi-centennial event in the park was a huge success.

TC 80/25 Announcements

Resolved that:

- a. the schedule of mayoral engagements and announcements by the Town Mayor and Town Clerk be received.
- b. Councillor S Quinn and the Town Clerk meet with BBC North East on 9th September 2025 to discuss a local issue.

Signed
Chairman