Minutes of the Ordinary Meeting of the Shildon Town Council held in the Council Chamber, Civic Hall Square, Shildon, Co Durham on Monday, 17th June 2024.

Present: Councillor K Ambrosini in the Chair
Councillors D Reynolds, S Luckhurst, W Keal, A Turner, D Childs and P Quinn.

TC 35/24 Notice of Meeting

The Notice convening the Meeting was taken as read.

TC 36/24 Public Question Time

There were no questions from members of the public.

TC 37/24 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors S Quinn, M Johnson, D L Mather, G Mather, R A Nicholson, D Bell, A Farlow, N Hanratty, H M Hanratty and S Townsend.

TC 38/24 Declarations of Interest

There were no declarations of interest.

TC 39/24 Members' Dispensations

No written requests for dispensations had been received.

TC 40/24 Minutes

Resolved that the minutes of the Annual Meeting of the Town Council held on 13th May 2024 be approved.

TC 41/24 Committee Minutes

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

a) Service & Amenities - 13th May 2024

b) Resources - 13th May 2024

TC 42/24 Presentation of Mayoral Award

Councillor K Ambrosini presented the following Mayoral Award (on behalf of the Town Mayor) for recognition of dedication and support to the local community.

- June Award – Joe Linsley

Resolved that the Mayoral Award be received.

Signed
Chairman …….

TC 43/24 Police Report

No police report had been received for the month of May 2024.

TC 44/24 Public Question Time Procedure

Cllr A Turner spoke on proposed amendments to the current Public Question Time procedure.

Following a debate and advice from the Town Clerk, it was agreed to amend the Public Question Time procedure to make it clearer that members of the public are permitted to make representations in regard to any item of business included in the agenda and on the procedure for the public to submit a written question for the Council to consider on Council business not included on an agenda of the Council.

Members voted unanimously in favour of the proposed amendments to the Public Question Time Procedure.

Resolved that the proposed amendments be adopted.

TC 45/24 Bus Shelters – Roof Top Gardens

Cllr S Luckhurst spoke about environmental concerns, living roofs on bus shelters and the vandalism of bus shelters situated on Church Street, Shildon.

The Town Clerk advised members that the bus shelters on Church Street were the responsibility of Durham County Council and vandalism to the windows and broken glass had previously been reported. Members were further advised that the current bus shelters in the ownership of the Town Council would not be suitable for living roofs, however, other ideas to brighten up the areas would be investigated.

Recommended that:

i) the verbal report be received.

ii) Durham County Council be re-approached regarding the vandalism of the bus shelters situated on Church Street, Shildon.

iii) the windows be replaced at the bus shelter in the ownership of the Town Council at Middleton Road, Shildon.

TC 46/24 Review of Policies

The Town Clerk presented to Members the following revised draft policies:

a. Parental Leave Policy

b. Equality and Diversity Policy

Signed
Chairman …….

Resolved that the Parental Leave Policy and Equality and Diversity Policy be approved and adopted.

TC 47/24 Annual Return 2023/24

It was proposed by Councillor P Quinn and seconded by Councillor D Reynolds that the Annual Governance and Accountability Return 2023/24 be approved.

Resolved that:

a) the Annual Governance Statement detailed in Section 1 of the Annual Return be approved.

b) the Accounting Statements detailed in Section 2 of the Annual Return be approved.

c) the Chairman be authorised to sign Sections 1 and 2 of the Annual Return.

d) the statement of earmarked reserves as at 31st March 2024 be approved.

e) the Asset Register as at 31st March 2024 be approved.

TC 48/24 County Durham Association of Local Councils : Annual General Meeting Elections

The Town Clerk informed Members of a request from the County Durham Association of Local Councils to consider submitting nominations or to nominate existing post holders for positions of President and three Vice Presidents to be elected at the Annual General Meeting in October 2024.

Members voted unanimously to re-nominate the existing postholders.

Resolved that the Town Council re-nominate the existing postholders for positions of President and Vice-Presidents.

TC 49/24 Durham County Councillor Updates

No update provided.

TC 50/24 Town Councillor Updates

Councillor P Quinn provided an update to Members from a meeting of County Durham Association of Local Councils.

Councillors A Turner and W Keal provided an update on Livin Community Lounges and informed Members that identified overgrown/untidy areas within Shildon had been cleaned and tidied.

Resolved that the Town Councillor updates be noted.

Signed
Chairman …….

TC 51/24 Town Clerk Updates

Big Brass Bash

The Town Clerk informed Members that the Big Brass Bash event on 10th July was to be accompanied by a food festival provided by Baccanalia and that the Town Council was to provide a pop-up bar.

Office Accommodation

The Town Clerk informed Members that no. 2 office had been re-let and was occupied by CKML Limited.

Correspondence received from Local Resident

Members discussed correspondence received from a local resident regarding issues concerning the parish of Shildon.

Playzone

The Town Clerk briefed members on the up to date situation regarding the bid for funding for a playzone and also the time line for the submission of the application. It was reported that due to escalating costs on building playzones that the match funding for the project had now risen to approx. £66k as opposed to £40k and that funding bids had been submitted to cover the match funding shortfall.

Fun and Food Project

The Town Clerk informed Members that the Fun and Food Project funding application had been successful.

Resolved that the Town Clerk updates be noted.

TC 52/24 Announcements

Resolved that the schedule of mayoral engagements and announcements by the Town Mayor and Town Clerk be received.

Signed
Chairman ……