Shildon Town Council

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Minutes of the Ordinary Meeting of the Shildon Town Council held in the Council Chamber, Civic Hall Square, Shildon, Co Durham on Monday, 14th September 2026.

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

No members of the public in attendance.

TC 57/26 Notice of Meeting

The Notice convening the Meeting was taken as read.

TC 58/26 Apologies for Absence

Apologies for absence were submitted on behalf of Councillor Cleasby and Councillor Luckhurst.

TC 59/26 Public Question Time

There were no questions from members of the public.

TC 60/26 Declarations of Interest

There were no declarations of interest.

TC 61/26 Members' Dispensations

No written requests for dispensations had been received.

TC 62/26 Minutes

Resolved that the minutes of the Ordinary Meeting of the Town Council held on 20th July 2026 be approved. Proposed: Cllr D Bell & seconded: Cllr S. Hall

Signed
Chairman .....

TC 63/26 Committee Minutes

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

a) Service & Amenities - 20th July 2026
Proposed: P Quinn & seconded: Cllr S Ring

b) Resources - 20th July 2026
Proposed: P Quinn & seconded: Cllr S Ring

TC 64/26 Co-option of New Councillors

Following a formal meeting with Members held on 14th September 2026 it was agreed that Mr Paul Dent be co-opted onto Shildon Town Council to represent the Byerley Ward of Shildon.

Resolved that Mr Paul Dent be co-opted onto Shildon Town Council to represent the Byerley Ward of Shildon. Mr Paul Dent signed the Declaration of Acceptance of Office of Town Councillor and joined the Meeting.

TC 65/26 Anxious Minds Charity

Presentation received from the charity to discuss partnership.

Resolved that the council would work in partnership with Anxious Minds Veterans charity.

TC 66/26 Police Report

Members received the police report for the month of August 2026.

Resolved that the report be received.

TC 67/26 CCTV

The Town Clerk provided Members with the CCTV incidents table and events table.

Resolved that information be received. Town Clerk gave updates on current funding and current process on quotes.

TC 68/26 Freedom of information Policy & Publication Scheme

Members received policy documents. Documents brought up to date by Town Clerk. Town Clerk presented drafts of Freedom of Information Policy and Publication Scheme.

Resolved that the council agreed to adopt Freedom of information Policy and Publication Scheme after identified amendments made by Town Clerk.

Signed
Chairman ……

TC 69/26 Town Council Plan

Town Clerk request members to form a working party.

Resolved that Town Clerk to give a date for interested members to attend.

TC 70/26 Town Clerk Qualification

Verbal report given from Town Clerk. Town Clerk informed member he has completed his CiLCA course. Town Clerk informed members that Town Council still does not hold general power of competence until next local election.

TC 71/26 Formal Appeal – Memorial Application, West Road Cemetery

Town Clerk gave verbal report received regarding application requesting a flat headstone.

Resolved that the request was refused.

TC 72/26 Appraisal Policy

Town Clerk presented members a draft of appraisal policy. Draft policy to be adopted once amendments have been made.

Resolved that the Town Clerk to receive 6 monthly appraisals and set up appraisals for staff.

TC 73/26 Photocopier

Town Clerk gave verbal report on quotes for new supplier.

Resolved that, in agreement with Town Clerks recommendations, a new supplier would be used.

TC 74/26 Durham County Councillor Updates

County Councillor Ramage provided councillors updates of bus stations, deficits and Sunnydale land.
Resolved that the County Councillor updates be noted.

TC 75/26 Town Councillor Updates

No update provided.

TC 76/26 Announcements

(a) Town Clerk informed members that he is in discussions with Durham County Council about building rent/lease

(b) Town Clerk gave verbal report on memorial leaf.
Resolved that leaf can be returned but no refund given.

Signed
Chairman ……