

## SHILDON TOWN COUNCIL

**COUNCIL OFFICES  
CIVIC HALL SQUARE  
SHILDON  
Co. DURHAM**

**6<sup>th</sup> May 2022**

Dear Sir/Madam,

The Annual Meeting of Shildon Town Council will be held in the Council Chamber, Civic Hall Square, Shildon, Co Durham on **Monday 16<sup>th</sup> May 2022 at 6.30pm** and you are summoned to attend.

Yours faithfully

T A Bellas  
Town Clerk

### AGENDA

1. To elect the Chairman of the Town Council (Town Mayor) for 2022/23  
To receive nominations.
2. To receive the Declaration of Acceptance of Office from the newly elected Chairman of the Town Council (Town Mayor)
3. Vote of thanks to the retiring Chairman of the Town Council (Town Mayor) and receipt of report from the retiring Chairman of the Town Council (Town Mayor)
4. To elect a Vice-Chairman of the Town Council (Deputy Town Mayor) for 2022/23  
To receive nominations.
5. **Apologies for Absence**  
To receive apologies for absence.
6. **Declarations of Interest**  
To notify of any items that appear in the agenda in which you may have a disclosable pecuniary interest and/or any other interest.

7. To appoint a Leader of the Town Council for 2022/23
8. To appoint a Deputy Leader of the Town Council for 2022/23
9. To appoint Members to serve on full Committees for 2022/23

It is **recommended** that all Members serve on the full Committees of the Town Council.

10. To agree the following schedule of meeting dates for the Town Council and full Committees:

**2022**

June	20	Council and Committees
July	18	Council and Committees
September	12	Council and Committees
October	17	Council and Committees
November	14	Council and Committees
December	12	Council and Committees

**2023**

January	16	Council and Committees
February	13	Council and Committees
March	13	Council and Committees
April	17	Council and Committees

11. To appoint Members to serve on the Complaints Committee for 2022/23 (currently Town Mayor, Chairman and Vice-Chairman of full Committees and Leader of the Town Council)
12. To appoint Members to serve on the following Sub-Committees for 2022/23:-
  - a) Staffing Sub-Committee (currently Town Mayor and Deputy Town Mayor, Chairman and Vice-Chairman of full Committees and Leader of the Town Council)
  - b) Planning Sub-Committee (currently Chairman and Vice-Chairman of Service and Amenities Committee plus one member from each ward)

Current ward representation being:

Cllr A Farlow	<b>Sunnydale</b>
Cllr F Langley	<b>Byerley</b>
Cllr H M Hanratty	<b>Thickley</b>

13. To appoint Members to serve on the following working parties for 2022/23.

a) **Civic Hall Management** – current representation being:

Town Mayor  
Deputy Town Mayor  
Chairman of Service and Amenities Committee  
Vice-Chairman of Service and Amenities Committee  
Chairman of Resources Committee  
Vice-Chairman of Resources Committee  
Leader of the Town Council

b) **Allotments** – current representation being:

Town Mayor  
Deputy Town Mayor  
Chairman of Service and Amenities Committee  
Vice-Chairman of Service and Amenities Committee  
Chairman of Resources Committee  
Vice-Chairman of Resources Committee

14. To appoint representatives to the following outside bodies:-

a) County Durham Association of Local Councils – 2 representatives required – currently **Cllr P Quinn and Cllr J Graham**

b) Jubilee Fields Community Association – 1 representative required – currently **Cllr P Quinn**

c) Shildon Children and Young Peoples Action Network (SCYPAN) – 1 representative required – currently **Cllr S Townsend**

d) Larger Local Councils Forum – 2 representatives required – currently **Cllr P Quinn and Councillor J Graham**

e) Bishop Auckland and Shildon Area Action Partnership Task and Finish Groups – currently **Cllr P Quinn**

Crime and Community Safety  
Children and Young People  
Employment, Enterprise and Training

f) Shildon Town Team – 2 representatives required – currently **Cllr L Deakin**

g) Friends of the Stockton and Darlington Railway – currently **Cllr D Reynolds**

15. To appoint cheque signatories for the Council's Current Account

Current representation being:-

Chairman  
Chairman of Resources Committee

Vice-Chairman of Resources Committee  
Town Clerk  
Finance Officer

**16. Minutes**

To approve the minutes of the Ordinary Meeting of the Town Council held on 11<sup>th</sup> April 2022.

**17. Committee Minutes**

To read or take as read, approve and adopt or otherwise deal with the minutes of the proceedings of the Committees hereto annexed:-

- a. Service and Amenities 11<sup>th</sup> April 2022
- b. Resources 11<sup>th</sup> April 2022

**18. Police Report**

To receive the police report for the month of April 2022.

**19. AAP Towns & Villages Fund**

To consider the report of the Town Clerk.

**20. Financial Regulations**

Members to review and adopt the Financial Regulations Policy.

**21. Reports from Representatives on Outside Bodies**

To receive reports from representatives on the following outside bodies: -

- a. Shildon Children and Young People's Action Network
- b. County Durham Association of Local Councils
- c. Jubilee Fields Community Association
- d. Larger Local Councils Forum
- e. Bishop Auckland and Shildon Area Action Partnership
- f. Shildon Town Team
- g. Friends of the Stockton and Darlington Railway

**22. Announcements**

To receive the schedule of mayoral engagements and announcements made by the Town Mayor and Town Clerk.

**23. Exclusion of Press and Public**

That in accordance with the provisions of Section 1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972, the Council now excludes the press and public on the grounds of the confidential nature of the business to be transacted since publicity would be prejudicial to the public.

**24. Annual Internal Audit Report**

To receive and accept the annual Internal Audit Report