

Minutes of the Annual Meeting of the Shildon Town Council held in the Council Chamber, Civic Hall Square, Shildon, Co Durham on Monday, 16th May 2022.

Present: Councillor H M Hanratty in the Chair
Councillors A Farlow, S Townsend, D Bell, F Langley, R A Nicholson, D Reynolds, D L Mather, K Ambrosini, S Quinn, P Quinn, J Miller, N Hanratty and M Johnson.

TC 01/22 Election of Town Mayor

Councillor R Nicholson proposed and Councillor D Reynolds seconded a nomination for Councillor H M Hanratty to be elected Town Mayor for the ensuing year. There were no further nominations.

Resolved that Councillor H M Hanratty be elected as Town Mayor (Chairman) for the Municipal Year 2022/23.

Councillor H M Hanratty took the Chair for the meeting.

TC 02/22 Declaration of Acceptance of Office

Councillor H M Hanratty made and signed the Declaration of Acceptance of the Office of Town Mayor.

Resolved that the information be received.

TC 03/22 Vote of Thanks to the Retiring Town Mayor

Councillor H M Hanratty expressed her thanks to the outgoing Mayor, Councillor D L Mather, on behalf of the Town Council, for service to the town during her term of office and for the funds raised for her nominated charities/causes.

Councillor D L Mather thanked Members and staff for their support during her year of Office and advised Members of the amount raised for her nominated charities/causes.

Resolved that the information be received.

TC 04/22 Election of the Deputy Town Mayor

Councillor D L Mather proposed and Councillor D Reynolds seconded a nomination for Councillor S Quinn to be elected Deputy Town Mayor for 2022/23. There were no further nominations.

Resolved that Councillor S Quinn be elected as Deputy Town Mayor for Municipal Year 2022/23.

TC 05/22 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors D Childs and J Graham.

TC 06/22 Declarations of Interest

There were no declarations of interest.

Signed
Chairman

TC 07/22 Appointment of a Leader of the Council

Councillor J Miller proposed and Councillor D Reynolds seconded a nomination for Councillor P Quinn to be elected Leader of the Council for 2022/23.

There being no further nominations Councillor P Quinn was duly elected Leader of the Council for 2022/23.

TC 08/22 Appointment of Deputy Leader of the Council

Councillor P Quinn proposed and Councillor J Miller seconded a nomination for Councillor D Reynolds to be elected Deputy Leader of the Council for 2022/23.

There being no further nominations Councillor D Reynolds was duly elected Deputy Leader of the Council for 2022/23.

TC 09/22 Membership of full Committees

It was **resolved** that the membership of the Committees be as follows:-

- a) Service and Amenities Committee - all Members
- b) Resources Committee - all Members

TC 10/22 Schedule of Meetings

It was **resolved** that the schedule of meetings be approved as follows:-

20 June 2022

18 July 2022

12 September 2022

17 October 2022

14 November 2022

12 December 2022

16 January 2023

13 February 2023

13 March 2023

17 April 2023

TC 11/22 Complaints Committee

It was **resolved** that the membership of the Complaints Committee be the Town Mayor, Chairman and Vice-Chairman of full Committees and Leader of the Town Council.

TC 12/22 Sub-Committees

It was **resolved** that the membership of the Sub-Committees be as follows:

Signed
Chairman

- a) Staffing Sub-Committee - Town Mayor, Deputy Town Mayor, Chairman and Vice-Chairman of full committees and Leader of the Town Council.
- b) Planning Sub-Committee - Chairman and Vice-Chairman of Service and Amenities Committee plus one Member from each ward being Councillor F Langley (Byerley), Councillor H M Hanratty (Thickley) and Councillor A Farlow (Sunnydale).

TC 13/22 Working Parties

It was **resolved** that the membership of the working parties for 2022/23 be as follows:-

- Civic Hall Management
 - Town Mayor
 - Deputy Town Mayor
 - Chairman of Service & Amenities Committee
 - Vice Chairman of Service & Amenities Committee
 - Chairman of Resources Committee
 - Vice Chairman of Resources Committee
 - Leader of the Town Council
- Allotments
 - Town Mayor
 - Deputy Town Mayor
 - Chairman of Service & Amenities Committee
 - Vice-Chairman of Service & Amenities Committee
 - Chairman of Resources Committee
 - Vice-Chairman of Resources Committee

TC 14/22 Representatives on Outside Bodies

It was **resolved** that the representatives on outside bodies be as follows:-

- a) County Durham Association of Local Councils
 - Councillor P Quinn
 - Councillor J Graham
- b) Jubilee Fields Community Association
 - Councillor S Quinn
- c) Shildon Children & Young Peoples Action Network (SCYPAN)
 - Councillor S Townsend
- d) Larger Local Councils Forum
 - Councillor P Quinn
 - Councillor J Graham
- e) Bishop Auckland and Shildon Area Action Partnership Task and Finish Groups
 - Councillor P Quinn
- f) Shildon Town Team
 - Councillor D L Mather
 - Councillor S Quinn
- g) Friends of the Stockton and Darlington Railway
 - Councillor D Reynolds

Signed
Chairman

TC 15/22 To appoint cheque signatories for the Council's Current Account

It was **resolved** that the cheque signatories for the Council's Current Account be as follows:-

- Chairman
- Chairman of Resources Committee
- Vice-Chairman of Resources Committee
- Town Clerk
- Finance Officer

TC 16/22 Minutes

Resolved that the minutes of the Ordinary Meeting of the Town Council held on 11th April 2022 be approved.

TC 17/22 Committee Minutes

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

- a) Service & Amenities - 11th April 2022
- b) Resources - 11th April 2022

TC 18/22 Police Report

No police report had been received.

TC 19/22 AAP Towns & Villages Fund

The Town Clerk informed Members of the AAP Towns and Villages fund and a proposal for public wi-fi within Hackworth Park, Shildon.

As part of the ongoing regeneration of Hackworth Park informal discussions had previously been held to explore funding opportunities to support a free public wi-fi system within Hackworth Park, Shildon which would be beneficial to users of the Park area.

Resolved that:

- a. the report be received.
- b. a formal funding bid be agreed, in principle, for free public wi-fi infrastructure within Hackworth Park, Shildon, to the Bishop Auckland and Shildon Area Action Partnership Towns and Villages Fund, subject to the outcome of costings, match funding and ongoing revenue and for this information to be brought back to a meeting of the Town Council before submission.
- c. the Town Council continue to pursue Durham County Council for the installation of free public wi-fi to cover Shildon Town Centre.

TC 20/22 Financial Regulations

The Town Clerk informed Members that the Financial Regulations had been updated to reflect changes in the authorisation hierarchy for expenditure on revenue items and payments to be effected by BACS by default.

Signed
Chairman

Resolved that the amended Financial Regulations be agreed and adopted.

TC 21/22 Reports from Representatives on Outside Bodies

Reports were received from representatives on the following outside bodies: -

- a. Shildon Children and Young People's Action Network

No meeting held.

- b. County Durham Association of Local Councils

No meeting held.

- c. Jubilee Fields Community Association

Councillor S Quinn provide an update and informed Members that a temporary position at Jubilee Fields Community Centre had been advertised.

- d. Larger Local Councils Forum

Minutes of the meeting held on 17th February 2022 had been previously circulated.

- e. Bishop Auckland and Shildon Area Action Partnership

Councillor S Quinn provided an update and informed Members that the Annual General Meeting had taken place on 12th May 2022.

- f. Shildon Town Team

No update provided.

- g. Friends of the Stockton and Darlington Railway

Councillor D Reynolds was unable to attend the meeting.

Councillor S Townsend provided an update and informed Members of proposals for the walking and cycling route of the Stockton and Darlington railway line.

TC 22/22 Announcements

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

TC 23/22 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.

TC 24/22 Annual Internal Audit Report

Signed
Chairman

The Town Clerk presented to Members a copy of the Annual Internal Audit Report produced by Allen Sykes, Chartered Accountants, and informed Members that the Internal Auditor had concluded that the Town Council continued to show a commitment to securing effective internal control.

Resolved that:

- a. the Annual Internal Audit Report be received.
- b. the Annual Internal Audit Report be approved.

Signed
Chairman