

Minutes of the Ordinary Meeting of the Shildon Town Council held in the Council Chamber, Civic Hall Square, Shildon, Co Durham on Monday, 26<sup>th</sup> September 2022.

Present: Councillor S Quinn in the Chair  
Councillors K Ambrosini, D Reynolds, A Farlow, F Langley, R A Nicholson, D Bell, N Hanratty and P Quinn.

In attendance: Pamela Taylorson, Principal Housing Enforcement Officer, Durham County Council

Before the meeting commenced a one-minute silence was observed in memory of Her Majesty Queen Elizabeth II.

TC 51/22 Notice of Meeting

The Notice convening the Meeting was taken as read.

TC 52/22 Public Question Time

There were no questions from members of the public.

TC 53/22 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors S Townsend, M Johnson, D L Mather, J Miller, J Graham and H M Hanratty.

TC 54/22 Declarations of Interest

There were no declarations of interest.

TC 55/22 Minutes

**Resolved** that the minutes of the Ordinary Meeting of the Town Council held on 18<sup>th</sup> July 2022 be approved.

TC 56/22 Committee Minutes

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

- a) Service & Amenities - 18<sup>th</sup> July 2022
- b) Resources - 18<sup>th</sup> July 2022

TC 57/22 Selective Licensing

Pamela Taylorson, Principal Housing Enforcement Officer, gave a presentation to Members on selective licensing.

A question and answer session followed the presentation.

**Resolved** that thanks be extended to Pamela Taylorson for attending the meeting and providing an informative presentation.

**Signed**  
**Chairman** .....

TC 58/22 Police Report

The Town Clerk presented details of the crime statistics for the month of August 2022.

**Resolved** that the report be received.

TC 59/22 New Shildon Walkabout

The Town Clerk and Councillor S Quinn provided an update on the condition of backstreet areas together with the issue of unemptied cross contaminated bins at New Shildon which had been in situ for a long period of time.

It was reported that the Portfolio Holder for Neighbourhoods and Climate Change, Durham County Council had visited the area to discuss concerns and action on cross contaminated bins.

**Resolved** that the verbal report be noted.

TC 60/22 Option to opt out of the SAAA central external auditor appointment arrangements

The Town Clerk informed Members that correspondence had been received from the SAAA section led auditor appointment scheme advising of a procurement exercise to appoint auditors to each County area from 1<sup>st</sup> April 2022 and the option to opt out of the next round of 5-year audit appointments.

**Resolved** that the Town Council opt into the central procurement regime managed by SAAA.

TC 61/22 NALC/SLCC Civility and Respect Pledge

The Town Clerk provided Members with information relating to the Civility and Respect Project which the National Association of Local Councils and the Society of Local Council Clerks had launched.

Councils are being asked to consider signing up to the Civility and Respect Pledge and demonstrate that the Council is committed to treating Councillors, Clerks, employees, members of the public, representatives of partner organisations and volunteers with civility and respect in their role.

**Resolved** that:

- a. the report be received.
- b. the Town Council sign up to the Civility and Respect Pledge.
- c. the Civility and Respect Pledge be monitored with the aim of improving the Council's training for Members/policies.

TC 62/22 West Road Cemetery

**Signed**  
**Chairman** .....

**Resolved** that:

- a. the minutes of the Cemetery Working Party Meeting held on 18<sup>th</sup> August 2022 be approved.
- b. the revised draft Cemetery Information and Regulation Booklet be updated and approved.

TC 63/22 Durham County Councillor Updates

Councillor S Quinn provided Members with various updates concerning the parish of Shildon including PACT meetings, Jubilee Fields Residents Association, Town Team event, unauthorised encampments, target hardening, litter picks and walkabouts.

**Resolved** that the verbal report be noted.

TC 64/22 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

The Town Clerk provided an update from the meeting held on 21<sup>st</sup> September 2022 and informed Members that the new Shildon Youth Group was well attended.

- b. County Durham Association of Local Councils

No update provided.

- c. Jubilee Fields Community Association

Councillor S Quinn provided an update to Members.

- d. Larger Local Councils Forum

The meeting was cancelled.

- e. Bishop Auckland and Shildon Area Action Partnership

No meeting held.

- f. Shildon Town Team

Councillor S Quinn provided an update to Members.

- g. Friends of the Stockton and Darlington Railway

Councillor D Reynolds provided an update to Members from the meeting held on 1<sup>st</sup> September 2022.

**Signed**  
**Chairman** .....

**Resolved** that the reports given by representatives on outside bodies be received.

TC 65/22     Announcements

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

TC 66/22     Notice of Vacancy

The Town Clerk advised Members of a vacancy in the Thicklely Ward of Shildon Town Council and verbally informed Members that Durham County Council did not receive the requisite number of signatories to call an election for the vacancy. Members were advised that the vacancy could now be filled by co-option and an item would be placed on the agenda for the next Town Council Meeting.

**Resolved** that the report be noted.

TC 67/22     Portfolio Development

Councillor F Langley proposed the following:-

For the development of the town and to raise the profile of the Town Council, I would like to see members of the council given portfolios.

Following a lengthy discussion the motion was put to Members and fell in the absence of a seconder.

TC 68/22     Alleged Breach of Members Code of Conduct

The Town Clerk advised Members that the Monitoring Officer, Durham County Council had received a Code of Conduct complaint against a Member of the Council.

Members were informed that no decision notice had yet been received.

**Resolved** that the report be noted.

TC 69/22     Audited Annual Return for the year ended 31<sup>st</sup> March 2022

The Town Clerk informed Members that the external auditor had issued an unqualified limited assurance opinion on the accounts.

It was proposed by Councillor P Quinn and seconded by Councillor D Reynolds and

**Resolved** that the Town Council approves and accepts the audited Annual Return for the year ended 31<sup>st</sup> March 2022 and approves the proposed actions to be taken to address the issues raised by the external auditor.

Councillor S Quinn left the meeting.

**Signed**  
**Chairman** .....