

Minutes of the Ordinary Meeting of the Shildon Town Council held in the Council Chamber, Civic Hall Square, Shildon, Co Durham on Monday, 17 April 2023.

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

TC 155/22 Notice of Meeting

The Notice convening the Meeting was taken as read.

TC 156/22 Public Question Time

There were no questions from members of the public.

TC 157/22 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors H M Hanratty, D Childs, G Mather, A Farlow, J Miller and D Bell.

TC 158/22 Declarations of Interest

There were no declarations of interest.

TC 159/22 Members' Dispensations

No written requests for dispensations had been received.

TC 160/22 Minutes

**Resolved** that the minutes of the Ordinary Meeting of the Town Council held on 13<sup>th</sup> March 2023 be approved.

TC 161/22 Committee Minutes

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

- a) Service & Amenities - 13<sup>th</sup> March 2023
- b) Resources - 13<sup>th</sup> March 2023

TC 162/22 Police Report

No police report had been received.

Members requested that Joy Allen, Police and Crime Commissioner, attend a meeting of the Town Council to discuss their concerns in relation to difficulties experienced contacting Durham Constabulary 101 and live chat.

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

**Resolved** that the Police and Crime Commissioner be requested to attend a meeting of the Town Council.

TC 163/22 Revised Schedule of Brusselton to include the Reservoir (Historic England)

Members were provided with a document supplied by Historic England provided by the Chair, Friends of the Stockton and Darlington Railway on the revised schedule of Brusselton which now included the reservoir.

**Resolved** that the information be noted.

TC 164/22 Community Engagement Review Consultation

The Town Clerk provided information to Members of a consultation on Community Engagement and of proposed changes to how community engagement arrangements were structured and how funding was allocated.

**Resolved** that Members submit any comments to the Town Clerk by 21<sup>st</sup> April 2023.

TC 165/22 Revised Disciplinary and Grievance Policies

The Town Clerk presented to Members revised Disciplinary and Grievance Policies.

Members were informed that the policies had been reviewed and updated by Durham County Council HR Advice and Support Team in conjunction with the Town Clerk.

**Resolved** that the revised Disciplinary and Grievance Policies be approved and adopted.

TC 166/22 Town Councillor Vacancy, Byerley Ward, Shildon

The Town Clerk advised Members of a vacancy in the Byerley Ward of Shildon Town Council and 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.

Councillor P Quinn proposed and Councillor D Reynolds seconded a nomination for Williamena Keal to be co-opted onto Shildon Town Council.

**Resolved** that Williamena Keal be co-opted as a Councillor for Byerley Ward, Shildon.

TC 167/22 Review of Internal Audit

The Town Clerk provided Members with details of the internal audit function provided for the Town Council by Allen Sykes, Chartered Accountants. The review of internal audit had been undertaken and a copy of the completed review checklist had been provided to Members. As a result of the review it was considered that the internal audit service was effective.

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

2023/24. **Resolved** that Allen Sykes be re-engaged to provide the internal audit function for

TC 168/22 Durham County Councillor Updates

Councillor S Quinn provided Members with various updates concerning the parish of Shildon including the Older Persons Event, Easter Event, various walkabouts, Big Spring Clean, the Station House official opening, GRT Forum meeting and off-road bikes.

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

TC 169/22 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

Councillor S Townsend informed members that the next meeting was to be held on 19<sup>th</sup> April 2023.

b. County Durham Association of Local Councils

No meeting held.

c. Jubilee Fields Community Association

Councillor S Quinn provided an update and informed Members that a new community bingo was to be introduced at the Community Centre.

d. Larger Local Councils Forum

No meeting held.

e. Bishop Auckland and Shildon Area Action Partnership

Councillor S Quinn provided an update from the meeting held on 23<sup>rd</sup> March 2023.

f. Shildon Town Team

Councillor S Quinn provided an update from the meeting held on 14<sup>th</sup> April 2023 including the Community Hero Award and the litter pick in March. The next litter pick was to take place on 29<sup>th</sup> April 2023.

g. Friends of the Stockton and Darlington Railway

Councillor D Reynolds was unable to attend the meeting.

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

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

TC 170/22 Announcements

**Resolved** that:

- a. the schedule of mayoral engagements and announcements by the Town Mayor and Town Clerk be received.
- b. the letter of appreciation regarding the Older Persons Event be noted.

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