

# **Minutes of Thornaby Town Council's Annual Meeting held in the Town Hall on Monday 20 May 2013 at 6.30pm**

**Present:** Councillor's, Tina Large, Steve Walmsley, Sylvia Walmsley, Sean Gowland, Pat Large, Ian Dalgarno, Glenn Eastick, Mick Trainer, Karina Maxwell, Dave Kennington, Mick Moore, Corinne Moore

Town Clerk: Tina Mansell

Members of the public: One

Minutes prepared by the Town Clerk

## **AM/13/80: ELECTION OF CHAIRMAN FOR 2013-2014**

Members of the council were invited to nominate a councillor to the office of Chairman for the ensuing year. Councillor Steve Walmsley proposed Councillor Tina Large which was seconded by Councillor Ian Dalgarno. No other nominations were received.

### **Resolved:**

That Councillor Tina Large is to become the new Chairman/Town Mayor for 2013-2014.

## **AM13/81: ACCEPTANCE OF OFFICE BY THE CHAIRMAN**

Councillor Tina Large signed the Declaration of Acceptance of Office for the ensuing year witnessed by the Clerk. At this point Cllr Large chaired the meeting as elected Chairman.

## **AM/13/82: ELECTION OF VICE CHAIRMAN/DEPUTY MAYOR FOR THE ENSUING YEAR**

Members of the council were invited to nominate a councillor to the office of Vice Chairman/Deputy Mayor for the ensuing year. Councillor Mick Moore proposed Councillor Sylvia Walmsley which was seconded by Councillor Ian Dalgarno. No other nominations were received

### **Resolved:**

That Councillor Sylvia Walmsley is to become the new Deputy Chairman/Mayor for the ensuing year.

## **AM/13/83: NOTICE OF MEETING**

The notice of the meeting was taken as read

## **AM/13/84: APOLOGIES**

Apologies were received from Cllr Khaliq

## **AM/13/85: CODE OF CONDUCT – Declarations of Interest**

No declarations of interest were received

## **AM/13/86: ANNOUNCEMENT FROM THE NEWLY APPOINTED CHAIR**

The Chair thanked members for the nomination and stated that she will represent the council to the best of her ability during her time as Chair and Mayor for the ensuing year. She also informed members that she has chosen the Butterwick Hospice and the Great North Air Ambulance as her chosen charities.

She thanked Cllr Dalgarno for all his tireless hard work over the last 3 years and his wife Nuala for supporting him along the way. A presentation of a framed picture was then made to Cllr Dalgarno and his wife Nuala received a bouquet of flowers.

Signed.....Dated.....

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**AM/13/87: PUBLIC PARTICIPATION**

No questions were received from the public

**AM/13/88: COMMITTEE STRUCTURE & APPOINTMENT OF COMMITTEE'S**

Members discussed the proposed new committee structure for 2013/14 and nominations to the following committee's:

**Environment Committee: 6 members**

Councillors: Mick Moore, Dave Kennington, Corinne Moore, Pat Large, Steve Walmsley, Karina Maxwell

**Town Hall Renovation Project Committee: 5 members**

Councillors: Tina Large, Steve Walmsley, Glenn Eastick, Ian Dalgarno, Sean Gowland

**Staffing Committee: 4 members**

Councillors: Tina Large, Ian Dalgarno, Pat Large, Glenn Eastick

**Resolved:**

The committee structures were approved  
The appointment of representatives to committee's for 2013/14 were approved

**AM/13/89: TO SET MEETING DATES FOR 2013/14**

Members considered the dates/times for the oncoming year for both council and committees.

**Resolved:**

The meeting dates/times were approved for 2013/14

**AM/13/90: REVIEW OF COMMITTEE'S TERMS OF REFERENCE**

Members considered the terms of reference for each of the existing committee's for the oncoming year.

**Resolved:**

The terms of reference were approved

**AM/13/91: REVIEW & ADOPTION OF STANDING ORDERS AND POLICIES**

Members considered the following:

- Standing orders – due to the new revised standing orders being implemented in Autumn 2013 to reference provisions in the Localism Act 2011, these will be reviewed at a later meeting
- Financial Regulations
- Financial Risk Assessment:
- Complaints Procedure
- Press & Media Policy

A suggestion was put forward for a working group to be set up to review the above policies and procedures before the next meeting of the council.

**Resolved:**

That all policies and procedures were deferred until the next meeting except for the financial risk assessment which was approved

Signed.....Dated.....

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**AM/13/92: APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**

The following members were nominated to sit on the following outside bodies:

- Eastern Area Transport Strategy Board: Cllr Karina Maxwell
- Parish Liaison Council: Cllr Sylvia Walmsley
- Eastern Area Partnership: Cllr Pat Large

**Resolved:**

The nominations were accepted

**AM/13/93: MINUTES OF FULL COUNCIL MEETING HELD ON TUESDAY 16 APRIL 2013**

Consideration was given to the minutes of the Full Council meeting held on Tuesday 16 April 2013

**Resolved:**

That the minutes were accepted as a true and accurate record of proceedings

**AM/13/94: MATTERS ARISING**

None

**AM/13/95: MINUTES OF ENVIRONMENT COMMITTEE MEETING HELD ON MONDAY 29 APRIL 2013**

Consideration was given to the minutes of the Environment Committee meeting held on Monday 29 April 2013

**Resolved:**

That the minutes were accepted as a true and accurate record of proceedings

**AM/13/96: MATTERS ARISING**

None

**AM/13/97: MINUTES OF EXTRAORDINARY MEETING HELD ON THURSDAY 2 MAY 2013**

Consideration was given to the minutes of the Extraordinary meeting of the council held on Thursday 2 May 2013

**Resolved:**

That the minutes were accepted as a true and accurate record of proceedings

**AM/13/98: MATTERS ARISING**

None

**AM/13/99: MINUTES OF EXTRAORDINARY MEETING HELD ON WEDNESDAY 9 MAY 2013**

Consideration was given to the minutes of the Extraordinary meeting of the Council held on Wednesday 9 May 2013

**Resolved:**

That the minutes were accepted as a true and accurate record of proceedings

**AM/13/100: MATTERS ARISING**

Signed.....Dated.....

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None

## AM/13/101: PLANNING

No planning applications were up for discussion

## AM/13/102: TOWN HALL

### Members considered the following:

- Minutes of Town Hall Renovation Project Committee
- Financial Statement

### Resolved:

The minutes and financial statement were accepted

## AM/13/103: FINANCIAL MATTERS

Members considered the following:

### 1. **Schedule of Accounts;**

Invoices and Expenses, Petty Cash, Monies Paid In

Members were informed that the transfer of £35,000 from reserves into the Town Hall Renovation Project Account had been done and that a credit of £21,014.35 from the HM Revenue & Customs had been repaid into the current account

### Resolved:

The schedule of accounts were approved and the credited amount from HM Revenue & Customs be placed on the next full council agenda to determine if the money should be spent on new or existing projects

### 2. **Community Chest Applications:**

- Thornaby Bowls Club: Replacement of the main entrance door to changing rooms – Approved: £150 awarded
- Cooper, Lambert, Neave: To help with cost of hall for charity event – Refused on the grounds that it went against council's General Donations Policy

### Resolved:

One application was approved and one declined.  
That the Leisure Centre be contacted to enquire as to why they were not supporting the event.

### 3. **Purchase of framed pictures re Past Mayor's for displaying in town hall**

The clerk informed members that she had been asked to look into costs for picture framing in regards to displaying past Mayor's pictures in the town hall. As well as giving members some estimated costs, she informed them that she had negotiated a 10% discount with the framing company. Members then discussed how far back they should go and it was agreed by a majority vote that they go back as far as possible to preserve the history of the town hall.

### 4. **Resolved:**

That the frames be purchased to display the Mayor's pictures.

## AM/13/104: NOTIFICATION OF AUDIT REQUEST

Signed.....Dated.....

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Members considered the information that was circulated. After a discussion took place it was proposed that a meeting take place between the clerk and Staffing Committee

**RESOLVED:**

The proposal was accepted

**AM/13/105: CORRESPONDENCE**

No correspondence was circulated

**AM/13/104: COUNCILLOR'S REPORTS & ITEMS FOR FUTURE AGENDA**

A review of the temporary consultant role to be placed on the next full council agenda  
Staffing to be placed on every agenda

There being no further business to discuss the meeting closed at 7.40pm

Signed.....Dated.....