

Minutes of Thornaby Town Council's Full Council Meeting held in the Town Hall on Monday 21 October 2013 at 6.30pm

Present: Councillor's Dave Kennington, Tina Large, Sylvia Walmsley, Steve Walmsley, Glenn Eastick, Pat Large

Town Clerk: Tina Mansell

Minutes prepared by the Town Clerk

FC/13/167: NOTICE OF MEETING

The notice of the meeting was taken as read

FC/13/168: APOLOGIES

Apologies were received from Cllr's Ian Dalgarno, Mick Moore, Mick Trainer, Corinne Moore, Karina Maxwell, Zeb Khaliq

FC/13/169: CODE OF CONDUCT – Declarations of Interest

No declarations of interest were received at this time

FC/13/170: PUBLIC PARTICIPATION

No questions were received from the public

FC/13/171: MINUTES OF FULL COUNCIL MEETING HELD ON MONDAY 16 SEPTEMBER 2013

Consideration was given to the minutes of the Full Council Meeting held on Monday 16 September 2013

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

FC/13/172: MATTERS ARISING – information only

None

FC/13/173: CONFIDENTIAL MINUTES OF FULL COUNCIL MEETING HELD ON MONDAY 16 SEPTEMBER 2013

Consideration was given to the confidential minutes of the Full Council meeting held on Monday 16 September 2013

One amendment was made to the wording on FC/13/66 which was agreed

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

FC/13/174: MATTERS ARISING – information only

None

FC/13/175: MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD ON WEDNESDAY 25 SEPTEMBER 2013

Consideration was given to the minutes of the Extraordinary Council meeting held on Wednesday 25 September 2013

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

FC/13/176: MATTERS ARISING – information only

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

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None

FC/13/177: MINUTES OF ENVIRONMENT MEETING HELD ON MONDAY 14 OCTOBER 2013

Consideration was given to the minutes of the Environment Meeting held on Monday 14 October 2013

One amendment was made to the wording on ENV/13/66 which was agreed

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

FC/13/178: MATTERS ARISING – information only

None

FC/13/179: FINANCIAL MATTERS

Members considered the monthly schedule of accounts for September.

RESOLVED that TTHRP (Thornaby Town Hall Renovation Project) heading be changed to TTCTHRP (Thornaby Town Council Town Hall Renovation Project)

RESOLVED that SVBye Bookkeepers clarify item 8 on page 1 of the report for the next meeting

RESOLVED that the town hall heading on the administration page be changed to town hall rent and rates

RESOLVED that the monthly schedule of accounts were approved

FC/13/180: PLANNING

Members considered the letter asking for support for a motion that is being put forward to Stockton Borough Council's Full Council meeting on 6 November in regards to asking the conservative led government to review their National Policy Framework

RESOLVED that a response is sent back stating that TTC have their own green policy to protect green wedge land and policy on developing brown field sites

FC/13/181: REQUEST TO HOLD A MUSICAL EVENT IN THE TOWN HALL

Members considered the correspondence from a member of the public in regards to holding a musical event in the town hall

RESOLVED that a response is sent back stating that the town hall will shortly be undergoing renovation and that the possibility of holding such event will be reviewed next year

FC/13/182: CLERK'S UPDATE

The clerk gave the following update on general issues:

● **Remembrance Sunday:** Due to the closing down of St Luke's Church the following time changes have been made. The parade will begin to assemble in Thornaby Aerodrome Club car park at 9.45am. The march will set off at 10.15am approximately. The parade will take its normal route via Queens Avenue onto Westbury Street down Langley Avenue where it will stop. The Parade Marshall will then ask everyone to make their way across to the Cenotaph for the wreath laying service. Once the service is over the parade will then re-assemble to make its way back to the Aerodrome Club for light refreshments.

All event information has been sent to the Independent Safety Advisory Group at Stockton Borough Council for them to review at their meeting on 24 October.

After the update was given, members considered a proposal to reinstate the buffet for invited guests instead of providing light refreshments. After a debate took place the motion was approved.

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

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RESOLVED that the buffet be reinstated

• **Carol Service around the Five Lamps:** Will take place on Friday 20 December at 6.30pm with the Salvation Army Band in attendance. Two local primary schools have declined to attend this year but will be speaking to another primary school to see if they can bring some of their school choir down to sing. Afterwards mulled wine and mince pies will be available in the Roundel.

• **Annual Clerk's Meeting at SBC:** The clerk will be attending the annual clerk's meeting at SBC on Tuesday 29 October at 10.00am

RESOLVED that the clerk's update was accepted

FC/13/183: CANOPIES FOR REMEMBRANCE SUNDAY

Members considered the information provided by SBC and their recommendation not to erect covered structures during the Remembrance Sunday event. The area suggested for the erection of these structures is small and will considerably reduce site lines to the cenotaph for the public.

RESOLVED that the information was noted

FC/13/184: POLICIES

Members viewed the Bullying and Harassment Policy and Confidentiality and Disclosure Policy. A question was raised as to where the policies were kept. They were informed that all policies were kept in a folder on the shelves. A proposal was put forward for the clerk to prepare a sign off sheet for members to sign acknowledging the location of the policies within the office.

RESOLVED that the policies were noted

RESOLVED that a sign off sheet be prepared to show that they have knowledge as to where the policies are kept within the council office

FC/13/185: TOWN HALL

Consideration was given to the following update on the town hall:

- The fire escape at ground floor level through to no 3 Mandale into the corridor between 3 & 5 Mandale, exiting on Mandale Road has been done
- Asbestos survey has been completed. Full report will follow
- Northumbrian Water made a site visit to the town hall and they have located the buried manhole. Progress update will follow
- Proposed works on the cleaning of the archway over the entrance and painting of the gates to be commenced in the near future
- Rentokil have been on site and laid bait and traps as vermin has been seen

RESOLVED that the update was accepted

After the update was given the following concerns were raised and debated:

Why was the large metal frame housing the Christmas decoration allowed to be erected on a listed building?
Why were the Icicle Christmas lights purchased by TTC and kept in storage by SBC never returned?

RESOLVED that a letter is sent to SBC asking them for a response as to why a large metal frame was allowed to be erected on a listed building.

Resolved that SBC return the Christmas lights in readiness for Christmas

FC/13/186: INVITATION TO JOIN THE NATIONAL ASSOCIATION OF CIVIC OFFICERS

Members considered the invitation to join the National Association of Civic Officers – a free organisation offering advice and support for anyone who works in a civic office.

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

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RESOLVED that this item be deferred until the next meeting for more information to be sourced

FC/13/187: CORRESPONDENCE

The clerk advised members of the following correspondence:

- Email from James Wharton MP sending his apologies for not being able to attend this year's Remembrance Sunday Service
- Policy Consultation from NALC re Standing for Election in the UK
- Email from a resident re concerns about no church service at this year's Remembrance Sunday
- Letter from People's Millions re confirmation of TTC's application being unsuccessful

RESOLVED that the correspondence was noted

FC/13/188: COUNCILLOR'S REPORTS & ITEMS FOR FUTURE AGENDA

No items were put forward

FC/13/189: DATE OF NEXT MEETING – Monday 18 November 2013

FC/13/190: STAFFING

Members considered the following:

- Clerk's holidays
- Information about incident that took place on Wednesday 16 October

RESOLVED that clerk's holidays were approved

RESOLVED that the information be sent to Head of Community Protection at Stockton Borough Council

RESOLVED that SBC be contacted to ask them if they would consider putting 3 car parking spaces next to the town hall for town hall parking

There being no further business to discuss the meeting closed at 7.55pm

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