



## Thornaby Town Council

Council Meeting Minutes from meeting held on:

Tuesday 6<sup>th</sup> December 2023 at 17.30

At Thornaby Town Hall, Mandale Road, Thornaby, TS17 6AW

<b>Present</b>	<p>Cllr Glenn Eastick (Chair) Cllr Ian Dalgarno Cllr Richard Eglington Cllr Mark Fairbairn Cllr Phil Genery Cllr Steve Godwin Cllr Mick Moore Cllr Steve Walmsley Cllr Sylvia Walmsley</p> <p>Jan Elstob, Town Clerk – Agenda item 8 Minute taker Pam Danks, Assistant Town clerk – Minute taker</p>
<b>FC-23-186</b>	<b>NOTICE OF MEETING:</b> The notice convening the meeting was taken as read.
<b>FC-23-187</b>	<b>APOLOGIES FOR ABSENCE:</b> Cllr Nathan Gale Cllr Ray Godwin Cllr Les Hodge (Vice Chair) Cllr Julie Hodge Cllr Tina Large
<b>FC-23-188</b>	<b>CODE OF CONDUCT:</b> Nothing discussed.
<b>FC-23-189</b>	<b>PUBLIC PARTICIPATION:</b> No attendance by members of the public
<b>FC-23-190</b>	<b>MINUTES OF MEETING:</b> It was resolved that the minutes dated Monday 27 <sup>th</sup> November 2023 were a true and accurate record. Proposed: Cllr Ian Dalgarno. Seconded: Mark Fairbarn
<b>FC-23-191</b>	<b>MATTERS ARISING FROM ABOVE MINUTES:</b> There were no matters arising from the above previous minutes.

SIGNED:

DATE:

<p><b>FC-23-192</b></p>	<p><b>FINANCE:</b> to consider and approve the following:</p> <ul style="list-style-type: none"> <li>• Income &amp; Expenditure since last meeting &amp; Accounts Due for payment were discussed and agreed.</li> <li>• Zurich insurance quote received based on higher building valuation of £6m. Council agreed to sign for 3-year quotation.</li> <li>• Mobile phone upgrade required. Council agreed to upgrade to what is required.</li> <li>• Money move from reserves. £165k move to public sector deposit fund.</li> <li>• Credit card for online purchases. Decision to be deferred until legal stance can be ascertained.</li> <li>• IT equipment £50 service maintenance agreement quotation from Cornerstone. Council agreed to pursue further.</li> <li>• Friends of Teesdale Park. Remaining monies from the £20k grant still awaiting documentation and agreement. Not to further any monies for service contracts until they confirm they are happy with the services provided.</li> <li>• Computer equipment for Archive team. Council agreed to be ordered as required.</li> <li>• Dehumidifier has been ordered from Toolstation and will be collected or delivered shortly.</li> </ul>
<p><b>FC-23-193</b></p>	<p><b>PAM DANKS CONTRACT OF EMPLOYMENT:</b> Pam left the room whilst the contract was discussed.</p> <p>Pam’s progression was from Assistant Town Clerk to Town Clerk was discussed. It was proposed that from 1<sup>st</sup> January 2024 Pam would work 25 hours per week (5 hours per day) instead of 15 hours per week and be promoted to TownClerk/RFO on spinal point 24 LC2 and progress through the grades with yearly increments to Spinal point 32.</p> <p><b>It was agreed</b> that Pam would work 25 hours per week (5 hours per day) and be promoted to TownClerk/RFO on spinal point 24 LC2 and progress through the grades with yearly increments to Spinal point 32.</p>

**Meeting closed at 18.30**