



COUNCIL MEETING MONDAY, 16 MARCH 2020

Dear Councillor,

You are hereby summoned to attend a Meeting of Barnard Castle Town Council to be held in **THE DAWSON ROOM, in WOODLEIGH¹**, Barnard Castle on **Monday, 16 March 2020** commencing at **6:00pm** when the items of business listed below will be considered.

Please note that in accordance with Standing Orders, up to 15 minutes of the meeting may be allocated for public participation, in line with the published procedure.



CLERK
10 March 2020

AGENDA

82. ACCEPTANCE, OR OTHERWISE OF APOLOGIES

83. DECLARATIONS OF INTEREST

84. ATTENDANCE OF POLICE REPRESENTATIVE

Sgt Rogers, Durham Constabulary

85. EAST WARD VACANCY

Candidates for Co-option: Paula Rogers and Alison Thackray

86. COUNCIL MEETINGS

- (1) Full Council Meeting – 20 January 2020 – Draft Minutes
- (2) Special Council Meeting – 3 February 2020 – Draft Minutes

87. TOWN MAYOR'S ANNOUNCEMENTS

88. 'EN BLOC' ITEMS:

- (1) Planning Committee – 3 February 2019 – Minutes
- (2) Partnership Committee – 3 February 2019 – Draft Minutes
- (3) Services Committee – 17 February 2019 – Draft Minutes
- (4) Planning Committee – 2 March 2020 – Draft Minutes
- (5) Resources Committee – 2 March 2019 – Draft Minutes
- (6) Town Mayor's Activities.

¹ Under the Openness of Local Government Bodies Regulations 2014, recording of the meeting by any person is permitted. Those filming or otherwise recording the meeting should respect the rights of other members of the public attending and should not disrupt the meeting.

89. UPDATES AND REFERRALS FROM COMMITTEES

- (1) Demesnes Access
- (2) General Power of Competence

90. REPRESENTATION ON OTHER BODIES:

- (1) Teesdale Residents' and Travellers' Forum
- (2) Smaller Local Councils Forum
- (3) Dementia Friendly Communities
- (4) Society of Local Council Clerks
- (5) Barnard Castle Mechanics Institute & Witham Hall Community Association

91. CLERK'S UPDATE

**BARNARD CASTLE TOWN COUNCIL MEETING
16 MARCH 2020**

DETAILED AGENDA

82. ACCEPTANCE, OR OTHERWISE, OF APOLOGIES

None to date.

83. DECLARATIONS OF INTEREST

In accordance with this Council's adopted Code of Conduct (Minute 10/May/19 refers), Members will be asked whether they have any personal, pecuniary or prejudicial interests in any matter on the agenda and, if so, to declare those interests at this point of the meeting. Members are reminded that a declaration can be given later in the meeting if a need arises during discussion.

84. ATTENDANCE OF POLICE REPRESENTATIVE

Sgt Simon Rogers will attend the meeting to make a report and to respond to questions from members of the council.

85. EAST WARD VACANCY

(Page 7)

86. COUNCIL MEETING MINUTES

(Page 13)

(1) Full Council Meeting – 20 January 2020 – Draft Minutes

(2) Special Council Meeting – 3 February 2020 – Draft Minutes

Recommendation – That the Minutes be accepted as a true and accurate record.

87. TOWN MAYOR'S ANNOUNCEMENTS**(1) Issues Arising from The Annual Town Meeting**

Three issues were raised at the Annual Town Meeting, which took place on Monday 9 March. The Town Mayor undertook to bring these to the notice of this meeting of the Town Council for resolution, if appropriate:

- The condition of the Bowes Museum Grounds – particularly of a collapsed culvert cause localised flooding;
- The continued issues relating to the diversion of HGVs through Barnard Castle, particularly during recent and projected works to the A66;
- Neighbourhood Planning.

(2) General Update

A verbal update will be given at the meeting.

Recommendation – That the information be noted.

88. 'EN BLOC' ITEMS

This is a report arising from the decision at Minute 72/Aug/04 to amalgamate a number of agenda items so that the accompanying recommendations can be moved 'en bloc'. Any Member has a right to speak on any of the listed items, but it is hoped that discussion can be kept to a minimum.

The items included in the report are as follows:

(1) Planning Committee – 3 February 2019 – Minutes

(Page 23)

- (2) **Partnership Committee – 3 February 2019 – Draft Minutes** (Page 25)
- (3) **Services Committee – 17 February 2019 – Draft Minutes** (Page 31)
- (4) **Planning Committee – 2 March 2020 – Draft Minutes** (Page 35)
- (5) **Resources Committee – 2 March 2019 – Draft Minutes** (Page 37)
- (6) **Town Mayor's Activities**

Since the Council meeting on 20 January 2020, the Town Mayor accompanied by the Town Mayoress and or Deputy Town Mayor have attended, or will have attended by the time of the meeting, the following:

- 25 January** Mayor's Burns Night (Hartlepool Borough Council, West Hartlepool Rugby Football Club, Hartlepool)
- 31 January** Mayor's Charity Ball (Shildon Town Council, Civic Hall)
- 01 February** 'Talking Heads' Event (Barnard Castle Rotary, Teesdale School)
- 12 February** Rotary Interact Group (Charity Quiz, Teesdale School, Prospect Place
Deputy Town Mayor)
- 12 February** Teesdale Business Awards (The Witham)
- 14 February** Valentine's Charity Evening (Chilton Town Council)
- 28 February** Civic Dinner (Great Aycliffe Town Council, Woodham Golf & Country Club)
- 06 March** Mayor's Civic Dinner (Colburn Town Council, Hanson Sports & Social Club)
- 12 March 2020** Annual General Meeting, The Association of Teesdale Day Clubs, Mickleton)
- 13 March 2020** Chairman's Charity Evening (Brandon & Byshottles Parish Council)

Recommendation – (a) That the Minutes and draft Minutes be received; and
(b) That the information be noted.

89. UPDATES AND REFERRALS FROM COMMITTEES

From the meetings outlined above, in Item 86, the following updates are noted:

(1) Services Committee – 17 February 2020

Further to the meeting of Services Committee, it was resolved that: a retractable bollard be ordered for the upper Demesnes; and that further investigation be carried out in respect of an alternative solution for the lower Demesnes. The results of the Time Limited Project conducted with Durham Constabulary in 2017 favoured the installation of bird's mouth fencing and a gate on the access road. Discussions continue with Durham County Council regarding the £10,000 delivering differently funding which was confirmed in 2016 but has not been received by the town council to date.

Recommendation – That the position be noted.

(2) Resources Committee – 2 March 2020

Further to the meeting of Resources Committee, a report setting out the issues of applying the General Power of Competence is attached. (Page 45)

90. REPRESENTATION ON OTHER BODIES

The council's representative on each relevant body may make a verbal update at the meeting.

(1) Teesdale Residents' and Travellers' Forum (Councillors Blissett & Harrison)

(2) CDALC Smaller Local Councils Forum (Councillor Blissett & Clerk)

A meeting was held on 20 February at the Glebe Centre, Murton. The main issue covered was 'The Good Work Plan'. Following the 2017 Taylor Review of Modern Working Practices (the Good Work Plan) the government is taking forward some changes in employment law, some of which will commence in April 2020. They are intended to give greater protection to those working under more flexible working arrangements which has become more widespread over recent years.

Following this meeting, it was confirmed that the town council will hereon in be included in the Larger Local Councils Forum. Future meeting dates for 2020 are: 21 May, 23 July and 19 November.

(3) Dementia Friendly Communities (Councillor Kirkbride)

(4) Society of Local Council Clerks (Clerk)

The Practitioners' Conference was held at Kenilworth on 26 and 27 February. The core topics covered were the requirements of the Website Accessibility regulations, the continued development of the Members' Code of Conduct, climate change and staff management and appraisal.

(5) Barnard Castle Mechanics Institute and Witham Hall Community Association (Cllr Hallimond)

Recommendation – That the information be noted.

91. CLERK'S UPDATE

(To Follow)

**BARNARD CASTLE TOWN COUNCIL
SPECIAL COUNCIL MEETING – 16 MARCH 2020**

EAST WARD VACANCY

1. Introduction

- 1.1 This report outlines the process by which members may consider expressions of interest received and vote to fill the current East Ward vacancy.

2. Background to The Report

- 2.1 At the Town Council Meeting, held on 21 January, it was resolved that if no poll had been called in the case of the casual vacancy existing in the town council's East Ward, the vacancy would be advertised, consistent with the requirements of s.21 of The Representation of the People Act (1985) and that the co-opted candidate should be voted onto the town council at this meeting (75(b)/Jan/20).

3. Expressions of Interest Received

- 3.1 The vacancy was advertised with a deadline for the receipt of applications at noon on Wednesday 10 March 2020. Two confirmed expressions of interest have been received. These are appended to this report, (Appendix A) in the order received, and are from:
- Paula Rogers and
 - Alison Thackray.
- 3.2 The advertised person specification is attached (Appendix B) for members' information.

4. The Established Procedure For Voting To Fill The Vacancy

- 4.1 The candidates have been invited to attend this meeting. Each will be offered two minutes to state his/her suitability, in turn. Members will then be offered an opportunity to question the candidates together. At the conclusion of the question and answer session, members may either resolve to proceed directly to a secret ballot or may resolve to exclude press and public (including the candidates) pending a debate on the suitability of the candidates.
- 4.2 Once a vote is called, the clerk will issue each member (including the Town Mayor) with a ballot paper marked with the names of the two candidates. Each Member will vote, in secret, by placing a cross against the name of their chosen candidate and then folding the ballot paper. The clerk will count the ballot papers in front of members and the co-option will be decided by simple majority, which may be achieved with the addition of the casting vote of the town mayor.

5. Conclusion

- 5.1 Subject to the procedure outlined above, a vote on this matter may be called by any member, in accordance with Standing Orders.

Recommendation – that members co-opt a suitable candidate to fill the vacancy which exists in the town council.

Michael King
Clerk

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Candidate Statement – Paula Rogers*RE: Formal Expression of Interest*

I have lived and have grown up in Barnard Castle for my entire life. I started my education at St Mary's RC school and then went on to Teesdale school where I completed high school (achieving 10 GCSEs A*-E including Math's and English at a C grade) and then went into the sixth form (achieving a Level 3 Diploma in Childcare and Education at grade C). The only time I have left for a significant period was when I went to university in Manchester.

I have always been passionate about the local area and believe that together we can work with multiple agencies to make the town a better more prosperous place where people want to visit and live.

I have participated in many voluntary groups and activities that happen within the town starting from when I was a child and part of the angling club to now when I am a member of the dominoes team. I have also participated with the leek club helping to set up at the shows and offer my assistance to anyone there.

More recently I have volunteered with the Meet and plan to be a part of that tea, this year to help make it bigger and better than it's ever been. I participated in the first Festival of Wellbeing in 2019 at The Hub where I was responsible for meeting and greeting guests, checking and selling tickets as well as booking in therapeutic services for people. I was involved with the Disability Forum with the Butterwick whereby the group created items to sell to the public to raise money for the charity which was successful.

My work experience consists of working in nurseries with young children where I oversaw coordinating activities for the children and ensuring they were safe and well looked after. I have also worked in Morrisons where I worked on the check outs handling money and conversing and interacting with people on a day to day basis. Both jobs required me to work in a team well and to use my own initiative and autonomy to make decisions about what was best to achieve what I needed to.

Whilst working in nurseries I had to work with several agencies including OFSTED and social workers to ensure that the children in my care were receiving the right support and guidance and ensuring that the nursery was complying with OFSTED guidelines and policies and procedures.

In 2010 I had a spinal injury which resulted in me being unable to work anymore. Since this time, I have had to readapt my lifestyle and relearn to do a lot of things. It has taken me time and patience to come to terms with my disabilities but also has taught me how resilient and adaptable to change I am.

I feel I would be a good candidate for the position as I love my hometown and genuinely want it to prosper and be a place where the residents are happy and proud to live there. My life and work experience make me uniquely qualified to give a different perspective on issues and try to resolve things in a way that suits everyone and may be innovative.

I feel I am ready, and the time is right to have a more active presence in the town and to use my time to help better the place for everywhere there. I am willing to give my time and knowledge and ideas to help it grow and gain some experience for myself as well as feeling I was doing something worthwhile and that I enjoy.

I hope you will consider me as an applicant and look forward to hearing from you in due course.

Candidate Statement – Alison Thackray**Expression of Interest for co-option on to Barnard Castle Town Council**

I was born and brought up in Barnard Castle and either lived in the town or just on the outskirts. I have a sound knowledge of local affairs and the local community. I am currently working locally as a Purchasing Manager with a Builders Merchants where my main area is to work on cost savings and finding the best deal that suits the company. I am also studying for a CIPS diploma in Purchasing and Supply. I have attached my CV if you require any further information.

In my role I represent the company at National Meetings and Events, negotiating deals for a National Buying Group, where good working relationships are paramount. Delivering presentations, staff management and working with the media with reference advertising and charity events.

For many years I was on the committee of the Teesdale Branch for Cancer Research, and the committee of Cotherstone Fun Weekend, organizing events which included a Fashion Show and Race Night, and volunteering at events where required. I helped to set up Gainford Football Club, starting by being Secretary and again fundraising to get the club up and running.

I also organize charity events in my workplace and only this Christmas, managed to deliver 340 food parcels to the local elderly residents of Teesdale Day Clubs, UTASS Retired Farmers Lunches and Rosedale Day Care Centre in Willington. This included buying all the shopping, bagging up, organizing dates and the arranging of handing them out.

I haven't worked directly in local government; however, I did help my father out by typing letters when he spent time on the local council and understand the importance of attending meetings and keeping up to date with public affairs.

I would like to think I could improve the quality of life for some people and make a difference by representing the interests of the community while acting in the public interests, and spending public money efficiently and understanding the needs of both the elderly and young.

I can confirm that I meet the requirements of s.79 of the Local Government Act 1972.

The following are the criteria on which a person's suitability for co-option will be considered;

ESSENTIAL	ADDED VALUE
Relevant Knowledge, Education, Professional Qualifications & Training	
<p>Sound knowledge and understanding of local affairs and the local community.</p> <p>Commitment to legal framework and principles of local democracy.</p>	<p>A levels/Degree level and or Specific Vocational training or professional qualification (e.g. accountant, teacher, surveyor, architect).</p>
Experience, Skills, Knowledge and Ability	
<p>Solid interest in local matters.</p> <p>Ability and willingness to represent the council and their community.</p> <p>Good interpersonal skills.</p> <p>Ability to communicate clearly both orally and in writing.</p> <p>Ability and willingness to work closely with other members and to maintain good working relationships with all members and staff.</p> <p>Good reading and analytical skills.</p> <p>Ability and willingness to work with the council's partners (e.g. voluntary groups, other parish councils, Durham County Council, charities).</p> <p>Ability and willingness to undertake relevant training.</p> <p>Ability to work under pressure</p>	<p>Knowledge of HR, procurement, contract management, financial control or risk management and compliance, public relations</p> <p>Experience of working in another public body or not for profit organisation</p> <p>Experience of working with voluntary and or local community/ interest groups.</p> <p>Basic knowledge of legal issues relating to town and parish councils or local authorities.</p> <p>Experience of delivering presentations.</p> <p>Experience of working with the media.</p> <p>Experience in financial control/budgeting</p> <p>Experience of staff management</p>
Other requirements	
<p>Flexibility</p> <p>Enthusiasm</p> <p>Ability and willingness to attend meetings of the council (or the meetings of other local authorities and local bodies) in the evening and events in the evening and at weekends. (The basic commitment to meetings is to attend three, 2-hour meetings during each eight-week cycle)</p> <p>Meets the qualifying requirements of s.79 of the Local Government Act 1972</p>	

(Based on the NALC recommended specification)

**BARNARD CASTLE TOWN COUNCIL
COUNCIL MEETING**

20 JANUARY 2020

PRESENT: Councillors Blissett (Town Mayor) (in the Chair), Chatterjee, Child, Drew, Finlay, Harrison, Kirkbride, Mrs Moorhouse and Thompson.

Also in attendance: One member of the public and one member of the press.

Officers: Mr King (Town Clerk).

66. ACCEPTANCE, OR OTHERWISE, OF APOLOGIES

Apologies were received from Councillor Miss Blissett. Members noted that, following the resignation on Councillor Sutherland on 11 January, a casual vacancy had been declared.

Resolved – That the apology be accepted.

67. DECLARATIONS OF INTEREST

In accordance with this Council's adopted Code of Conduct (Minute 10/May/19 refers), Members were asked whether they had any personal, pecuniary or prejudicial interests in any matter on the agenda and, if so, to declare those interests at this point of the meeting. Members were reminded that a declaration could be given later in the meeting if a need arose during discussion. No declarations were made.

68. COUNCIL MEETING MINUTES

(1) Full Council – 18 November 2019

Resolved – That the Minutes be accepted as a true and accurate record.

69. TOWN MAYOR'S ANNOUNCEMENTS

(1) Request for Twinning

The Town Mayor had been approached by the Parbat Welfare Society, with a request that the town council considers a 'formal sister city relationship' with the Bihadi Rural Municipality and Barnard Castle. Bihadi is 50 miles west of Kathmandu and is on the bank of the river Kali Gandaki, which is known for rafting and tourism.

(2) General Update

The representative vacancies arising from the resignation of Councillor Sutherland were noted, to be further considered under item 72. Council considered its thanks to Judi Sutherland for her service to the town council.

It was noted that efforts of Ian Blake, who had previously presented on the issue of Toilet Twinning, in engaging successfully with local businesses and organisations had been recognised in the award of the title of Toilet Twinning Town to Barnard Castle.

Recommendation – (a) That the information be noted;

(b) That the Town Mayor writes on behalf of the council to express its thanks for the service of former councillor Judi Sutherland for her service to the town;

(c) That the council recognises the achievement of Ian Blake in registering Barnard Castle as a Toilet Twinning Town and recommends to the town's county councillors that the resulting certificate be displayed in the customer access point in the town library; and

(d) That the council explores the request from the Parbat Welfare Society in principle, pending contact with the Nepalese Embassy and discussions relating to the practical consequences and costs of any twinning relationship.

70. 'EN BLOC' ITEMS

Submitted – In accordance with Minute 72/Aug/04, a further set of items with the accompanying recommendations to be moved *en bloc*. The ten items considered at the meeting were as follows:

- (1) **Planning Committee – 18 November 2019 – Minutes**
- (2) **Planning Committee – 2 December 2019 – Minutes**
- (3) **Partnership Committee – 2 December 2019 – Draft Minutes**
- (4) **Planning Committee – 16 December 2019 – Draft Minutes**
- (5) **Services Committee – 16 December 2019 – Draft Minutes**
- (6) **Resources Committee – 13 January 2020 – Draft Minutes**
- (7) **Town Mayor's Activities**

Since the Council meeting on 18 November 2019, the Town Mayor accompanied by the Town Mayoress and or Deputy Town Mayor had attended nineteen events.

Resolved – (a) That the minutes and draft minutes be received; and
(b) That the information be noted.

71. UPDATES AND REFERRALS FROM COMMITTEES

From the meetings outlined above, in Item 70, the recommendations of the Resources Committee, meeting on 13 January were accepted.

Resolved – (a) That the draft risk register presented (copy previously circulated) be approved;
(b) That the Chair and Vice Chair of Resources periodically review the council's asset register in line with the identified risk mitigation;
(c) That Standing Order 7(a) be invoked and that by Special Motion the staffing establishment for 2020/21, as set out, be built into the 2020/21 budget; and
(d) That additional hours accrued for the identified posts, in addition to the existing working week, are paid monthly in arrears at plain time rates.

72. REPRESENTATION ON OTHER BODIES

(1) Teesdale Residents' and Travellers' Forum (Councillors Blissett & Harrison)

Updates relating to the forum were reported by Cllr Blissett. The next meeting was due.

(2) Smaller Local Councils Forum (Vacant)

The arising vacancy was noted. Members considered its representation on this group (and possibly the Larger Local Councils' Forum, which shared more in common with the town council). The next meeting to take place on 20 February.

(3) Dementia Friendly Communities (Councillor Kirkbride)

Cllr Kirkbride reported on recent activity by the Group. The group meets every two months. Practical sub-groups meet more regularly. It was noted that donations of materials for 'fiddle mats' would be welcomed. It was noted that 'dementia friends' training for members and the incoming Clerk would be arranged after April.

(4) Barnard Castle HGV Action Group (Vacant)

Members noted that Cllr Sutherland had reported back from this group but was not appointed by the Council to represent it on the group. Members felt that maintaining contact with the group was an important issue, particularly considering the continued diversions of A66 traffic through town by Highways England.

(5) Society of Local Council Clerks (Clerk)

The Clerk reported on recent workshops on Member Code of Conduct hosted by the Local Government Association.

(6) Barnard Castle Mechanics Institute & Witham Hall Community Association (Cllr Hallimond)

There was no update.

Resolved – (a) That the information be noted;

(b) That for the remainder of the municipal year, Cllr Blissett (Town Mayor) represent the council on the CDALC bodies;

(c) That the clerk approach the Barnard Castle HGV Action Group for a regular update for future meetings; and

(d) That Cllr Hallimond be approached regarding the council's nominated place on the Board of the Barnard Castle Mechanics Institute & Witham Hall Community Association.

73. INTERNAL AUDIT – 2019/20 – HALF YEAR REPORTS

The Council's Internal Auditor submitted three independent, half-year reports, providing full and substantial assurance.

Resolved – That the content of the Auditor's reports is noted.

74. APPROVAL OF BUDGET 2020/21

Further to the meeting of Resources Committee on 13 January 2020 (Item 44), a draft budget was recommended by the committee (Appendix A).

Resolved – (a) That the following fees and charges be set for 2020/21:

Play Areas

- (i) Tens Field - £100 – no change; and
- (ii) Gate Licence Fee - zero – no change.

Allotments (per plot)

- (i) 2020/21 – the allotment plot rental already determined - £47 – no change;
- (ii) 2021/22 - £48 – increase of £1; and
- (iii) Gross income 2020/21 - £4,192 – reduction due to plot consolidation.

Mini Golf – 2020 season

- (i) £3 per round for all users – no change;
- (ii) £9 group ticket (up to four players – saving £3) – no change;
- (iii) £15 loyalty ticket (7 rounds bought in advance) – no change;
- (iv) £1 lost ball – no change;
- (v) £6 damaged club – no change; and
- (vi) Gross income - £10,000 – no change.

Woodleigh Licence (as per agreements)

- (i) Gross income - £12,750 – no change.

Woodleigh Charges - Dawson Room Hire Charges (per hour – min 2 hours)

- (i) Community - £12.50 – no change;
- (ii) Repeat Community - £10 – no change;
- (iii) Commercial - £20 – no change;
- (iv) Commercial Refreshments £1.20 per head (Inc. VAT) – new charge ; and
- (v) Gross income - £1,500 – no change.

Woodleigh, Scar Top & Demesnes Charges

- (i) Electricity (performance area) charged at the prevailing metered rate;
- (ii) Commercial use - £50; and
- (iii) Scar Top Banner Frame commercial booking - £50.
- (iv) Gross income - £250.

Wednesday Market

- (i) Standard Pitch (0-6m) - £10 – no change;
- (ii) Large Pitch (6-10m) - £15 – no change;
- (iii) Additional metre (or part) beyond 10m - £2 – no change;
- (iv) Charity Pitch - £0 – no change; and
- (v) Gross income - £7,000 – no change.

(b) That the 2020/21 budget be set as detailed in Appendix A, with gross expenditure of £232,862 – an annual reduction of £101 (0.04%)

(c) That the 2020/21 precept be therefore set as detailed in Appendix A, at £195,430 - an annual increase of £4,494 (0.83% at Band D).

75. CLERK'S UPDATE

Submitted – A report outlining recent correspondence and activities undertaken by the Clerk and staff and summarising the Clerk's forthcoming leave. Members noted the progress of the enabling consultation from Durham County Council, previously circulated, for a seasonal no-waiting restriction in Bridgegate. Damage to a window at Woodleigh, over the weekend of 18-19 January was reported.

Resolved – (a) That the information be noted;

(b) That, in the event that an election is not claimed, the council adopts its previously used co-option mechanism, with a view to making a decision at its meeting on 21 March;

(c) That servicing of the Demesnes bollards be approved, as outlined and that options for the Demesnes accesses be brought to a future meeting of Services Committee.

76. EXCLUSION OF PRESS AND PUBLIC (IN RESPECT OF ITEM 77, BELOW)

Resolved – That, under the provisions of the Public Bodies (Admission to Meetings) Act 1960 §1(2), the press and public be excluded from the meeting during consideration of the matters referred to at item 77, below, due to the confidential nature of the business to be transacted.

77. STAFFING (CONFIDENTIAL)

Submitted – a confidential update from the Clerk on correspondence received and activity with respect to staffing.

Resolved - (a) That the appointment of Martin Clark as Town Clerk be approved on the reported terms;

(b) That Councillor Drew be appointed to the Staffing Subcommittee; and

(c) That the Staffing Subcommittee oversees objective setting and monitoring of the incoming clerk ,during his probationary period, under delegated powers, meeting under the provisions of the Public Bodies (Admission to Meetings) Act 1960 §1(2), whereby the press and public be excluded during consideration of these matters referred, due to the confidential nature of the business to be transacted.

Draft

Cost Centre	Budget 2019/20	Draft Budget 2020/21
Expenditure		
101 Council Administration	£ 12,508	£ 13,016
102 Central Support Services (5% pay inflation - 2% assumed)	£ 130,826	£ 128,150 £ 3,769
103 GDPR Compliance	£ 1,000	£ 1,020
104 Elections	£ 5,000	£ 1,000
105 Chains of Office	£ 50	£ 50
106 Woodleigh	£ 20,500	£ 20,530
107 Civic Fund	£ 500	£ 500
110 Defibrillator	£ 100	£ 100
201 Allotments	£ 4,217	£ 4,192
211 Mini Golf	£ 10,000	£ 10,000
221 Christmas Lights	£ 6,500	£ 7,000
231 Play Areas	£ 14,000	£ 14,250
271 Bartlemere/Kalafat Lighting	£ -	£ -
281 Dog Fouling	£ 200	£ 200
291 Wednesday Market	£ 4,000	£ 4,080
302 Youth Provision	£ 500	£ 500
311 Floral & Open Spaces	£ 9,500	£ 9,700
321 Castle & Market Floodlighting	£ 700	£ 700
331 War Memorials	£ 500	£ 500
341 Public Seats	£ -	£ -
342 Bede Road Bus Shelter	£ 50	£ 50
354 Events	£ 7,140	£ 7,280
399 Section 137 Payments	£ -	£ -
401 Contingencies	£ -	£ -
402 Blue Plaques	£ -	£ -
403 Honorary Freeman	£ -	£ -
404 Wayfinding Units	£ 100	£ 100
501 Market Place Public Toilets	£ 5,072	£ 5,175
Tourism Promotion		£ 1,000
901 Capital Project Expenditure	£ -	£ -
	£ 232,963	£ 232,862
Income		
1 Fees and Charges (recreation)	-£ 14,317	-£ 14,292
Fees and Charges (other)	-£ 8,750	-£ 8,390
2 Woodleigh Rental Income	-£ 12,750	-£ 12,750
3 Bank Interest	-£ 1,200	-£ 2,000
4 Grants	£ -	£ -
5 Donations	£ -	£ -
6 Sponsorship	£ -	£ -
7 Miscellaneous	£ -	£ -
8 Cumulative Fund	-£ 2,500	£ -
9 Precept	-£ 190,936	-£ 195,430
10 LCTSG	-£ 2,510	£ -
	-£ 232,963	-£ 232,862

**BARNARD CASTLE TOWN COUNCIL
COUNCIL MEETING**

3 FEBRUARY 2020

PRESENT: Councillors Blissett (Town Mayor) (in the Chair), Miss Blissett, Chatterjee, Drew, Finlay, Harrison, Mrs Moorhouse and Thompson.

Also in attendance: None.

Officers: Mr King (Town Clerk), Mr Clark (Town Clerk-designate), Mrs Farren (Services Officer).

78. ACCEPTANCE, OR OTHERWISE, OF APOLOGIES

Apologies were received from Councillor Child.

Resolved – That the apology be accepted.

79. DECLARATIONS OF INTEREST

In accordance with this Council's adopted Code of Conduct (Minute 10/May/19 refers), Members were asked whether they had any personal, pecuniary or prejudicial interests in any matter on the agenda and, if so, to declare those interests at this point of the meeting. Members were reminded that a declaration could be given later in the meeting if a need arose during discussion. No declarations were made.

80. EXCLUSION OF PRESS AND PUBLIC (IN RESPECT OF ITEM 81, BELOW)

Resolved – That, under the provisions of the Public Bodies (Admission to Meetings) Act 1960 §1(2), the press and public be excluded from the meeting during consideration of the matters referred to at item 81, below, due to the confidential nature of the business to be transacted.

81. STAFFING (CONFIDENTIAL)

Submitted – a confidential update from the Clerk on correspondence received and activity with respect to staffing.

Resolved - (a) That Cllr Mrs Moorhouse and Cllr Blissett be authorised to defend on the council's behalf, those issues relating to the Small Claims Court and Employment Tribunal proceedings outstanding at 30 March 2020, under the provisions of s223 of the LGA 1972; (b) That the Council enters into a contract with Peninsula covering its 'Essentials Plus' service package comprising HR and employment law, advisory service, health & safety and related insurance for a term of 60 months at £217.20 per month, to be funded from 102 – Central Support Services; (c) That the Council instigates a 'Civic Champion' award, comprising certificate and shield, in recognition of service to the 'cultural activity' of the parish, under the provisions of s145 of the LGA 1972 to be funded from 107 – Civic Fund; and (d) That further enquires be made by the Clerk of the scope and costs of the proposed twinning of Barnard Castle with the Bihadi rural municipality in Nepal.

**BARNARD CASTLE TOWN COUNCIL
PLANNING COMMITTEE**

3 FEBRUARY 2020

PRESENT: Councillors Harrison (in the Chair); Blissett, Miss Blissett and Finlay.

Also in attendance: One member of the press.

Officers: Mr King (Town Clerk) Mrs Farren (Services Officer).

71. ACCEPTANCE, OR OTHERWISE, OF APOLOGIES

There were none.

72. DECLARATIONS OF INTEREST

In accordance with this Council's adopted Constitution (Members' Code of Conduct) (Minute 10/May/19 refers), Members were asked whether they had any personal or prejudicial interests in any matter on the agenda and, if so, to declare those interests at this point of the meeting. Members were reminded that a declaration may be given later in the meeting if a need arose during discussion.

None declared.

73. PLANNING COMMITTEE MEETING – 16 DECEMBER 2019 – MINUTES

Resolved – That the Minutes be approved as a correct record.

74. PLANNING APPLICATIONS FOR CONSIDERATION

- (i) DM/20/00123/FPA Demolition of conservatory and erection of single storey rear extension 5 Vane Road Barnard Castle DL12 8AQ

Resolved - That the town council supports the application.

- (ii) DM/20/00045/LB Alterations to internal layout and external elevations (from earlier listed building consents DM/15/00184/LB and DM/18/01394/LB). Banners Mill Bridgegate Barnard Castle DL12 8RN

Resolved – That the town council objects to this application until the glazing in the windows overlooking adjoining properties is altered to use obscured glass.

- (iii) DM/20/00046/VOC Variation of conditions 2 (approved plans) and 8 (car parking provision) of planning permission DM/15/00183/FPA to provide 5 no. car parking spaces on site and amended fenestrations. Workshop and Store Rooms 22 Bridgegate Barnard Castle DL12 8Q.

Resolved – That the town council objects to this application due to the lack of parking spaces, which do not correspond to the normally accepted ratio of spaces per dwelling and the persistent on-street parking congestion in this location.

**BARNARD CASTLE TOWN COUNCIL
PARTNERSHIP COMMITTEE**

3 FEBRUARY 2020

PRESENT: Councillor Kirkbride (in the Chair); Councillors Miss Blissett, Chatterjee, Finlay, and Mrs Moorhouse; S Avery (Witham), R Tweddle (TCR HUB) and J Whittaker (Bowes).

Also in attendance: Councillor Blissett (Town Mayor), R Peat (BCCL), M Read, J White (Pittuck Mural Group) J Lloyd, R Evans and two other members of TACT (Teesdale Action for Climate Transition), two members of the public and one member of the press.

Officers: Mr King (Town Clerk) Mrs Farren (Services Officer).

49. ACCEPTANCE, OR OTHERWISE, OF APOLOGIES

Apologies were offered by Cllr Child.

Resolved – That the apologies be accepted.

50. DECLARATIONS OF INTEREST

In accordance with this Council's adopted Code of Conduct (Minute 10/May/19 refers), Members were asked whether they had any personal or prejudicial interests in any matter on the agenda and, if so, to declare those interests at this point of the meeting. Members were reminded that a declaration could be given later in the meeting if a need arose during discussion. There were no declarations of interest at this juncture.

51. PITTUCK MURAL GROUP

Mathew Read reported that a project was underway to restore a mural at St Mary's Church Hall by Barnard Castle artist Douglas Pittuck. To raise awareness of the legacy of his work, an exhibition will be held at the Witham. A private viewing of the exhibition would take place on 03 April 2020 followed by the opening of the exhibition on 04 April which, would run up until 26 April 2020. Volunteer stewards were required to help; interest could be registered through the group's Facebook page. It was reported that fundraising activities were being co-ordinated for the restoration of the mural. Creative students from Barnard Castle School had produced some pieces of creative writing based upon the mural to be bound into a book to sell. Other ventures included a fundraising gig and an opportunity for related merchandise to be sold through Ingnet Antiques in Horsemarket.

Resolved – That the information be noted.

52. PARTNERSHIP COMMITTEE MEETING – 02 DECEMBER 2019 – MINUTES

Resolved – That the minutes be approved as a correct record.

53. THE BOWES MUSEUM UPDATE

Jane Whittaker reported that a Pre-Raphaelite-Knights-Re-inventing-the-Medieval-World exhibition would be soon coming to the Bowes. The exhibition would include paintings from prestigious UK collections including the Tate gallery. Reproduction armour would be on display with activities planned for the half-term holiday. The popular Norman Cornish exhibition was due to finish on 23 February. British oil painter Martin Kinnear has been appointed artist in residence for the retrospective. Young students from Butterknowle, Cockfield, Evenwood, Ramshaw and Woodland Primary schools visited the Norman Cornish exhibition exploring the themes of the artist through music dance and poetry. The

successful Power and The Virtue: Guido Reni's Death of Lucretia exhibition finished in January and one of this year's Summer exhibitions were to be the Adventures of Clara exploring pertinent environmental issues.

Resolved – That the information be noted.

54. THE WITHAM UPDATE

A verbal update was given at the meeting by Shelagh Avery, Chair of the Trustees. In order to widen their audience base, The Witham had a stronger focus on community activities. There were more daytime activities including singing and dancing, beneficial to both mental and physical health. They had had a very successful Burns Night and Ceilidh and had a tea dance and ballroom dancing planned along with a fundraising event for the Witham by 'Barney Band'. The Witham were still looking to recruit further volunteers.

Resolved – That the information be noted.

55. THE TCR HUB UPDATE

A verbal update was given at the meeting by Rachel Tweddle who confirmed that the environment and technology were topics that had been identified by the young people from the 'Speak Out' project.

During the half-term, free digital activities/workshops were to be hosted by the Hub and The Bowes Museum for eleven to eighteen-year olds year olds. These will be based around technology, web design, coding and everything digital and would incorporate a carers event aimed at those in KS3.

Resolved – That the information be noted

56. ENVIRONMENT AND SUSTAINABILITY

At the request of the partner organisations, the subject of environment and sustainability was brought forward. The local group TACT, with which the town council had been in touch, exemplified the possibilities of community action to generate community power schemes. It was reported that £40,000 had been secured by the parish of Barningham from the Rural Community Energy Fund towards setting up a renewable energy project. Applications for funding must be for specific projects

TCR were looking to invite local businesses to pledge to address simple issues like recycling, use of power etc with a view to establish a ranking system which, could be visible within the business/organisation.

Cllr Mrs S Moorhouse suggested that perhaps if there should be an award or an event to bring people together. The Mid-Teesdale Project Partnership could host a drop in event which would tie up with the civic champion meeting.

It was acknowledged that there were opportunities to consider the issue in terms of land management at the Demesnes and Bede Kirk, through the Services Committee.

TCR would be raising the issue through Speak Out and would provide feedback from young people.

TACT suggested climate emergency document, e.g., parish/town councils along with

Durham County Council, outlining aims and setting up a working party with clear pathway. It was suggested that this topic should also be considered at the council's Services Committee. Cllr Drew had been asked previously to attend TACT meetings but unfortunately the meetings had not taken place.

It was suggested that it would be beneficial to arrange a meeting with all the chairs of the council's various committees together with TACT.

Resolved – That the following recommendations be made to full Council:

(a) That Council reaffirms its commitment to addressing the climate and environmental emergency:

(b) That Council establishes a meeting to identify areas of work through a meeting between TACT and committee chairs; and

(c) That Council examines the principle of the town council acting in support of any community bid to the Rural Community Energy Fund.

57. CHRISTMAS LIGHTING 2019/20

Roger Peat reported that the 9 white swan motifs had worked well and that Christmas lighting had been provided in 22 different locations. However, it had been identified that there were problems with the commando boxes affecting seven lampposts. In addition, the main Christmas tree timer did not work. Mr Peat stated that these items needed to be addressed as soon as possible so as not to jeopardise the 2020 display. There had also been some problems with the brightness of the festoon lighting. BCCL are working with Christmas Plus to resolve the issue. Mr Peat confirmed that the intention for 2020 was to have lights that could be turned on and off independently but could be switched on together. The next group meeting will take place on 11 February 2020 at the Old Well, The Bank, Barnard Castle.

Resolved – (a) That the information be noted; and

(b) That the Clerk investigates the costs associated with the commando box and tree timer and report findings to the next Partnership meeting.

58. POPPY APPEAL

The 2018 Appeal closed at the end of September 2019, and, locally, the area raised a total of £17,519.24, almost £200 more than in 2017.

The 2019 Appeal launched on 26 October 2019 and during the two-week period of Remembrance, a total of £13,907.59 was raised; an increase of £1,500 for the same period last year.

The in-store manned collection at Morrisons supermarket raised £7,842.43 with the balance coming from street collections, Wednesday market stall, house to house collections and donations received from various local businesses, organisations and schools.

The 2019 Appeal is not due to close until September 2020 so there would still be opportunities to boost the total. Church and wreath donations were not included in the current total; and it is likely that monies would be raised at the Town Council's 1940's weekend in June, therefore there is every chance that the final total will be a good one.

As previously reported, the Council worked collaboratively on a project with HMYOI Deerbolt to up-cycle old poppy stock. This was funded by the Mayor's charity, the Mid-

Teesdale Project Partnership. The up-cycled sparkly poppies proved to be a great success and were very popular with the general public.

The continuing dedication and support from our band volunteers is vital to the success of the Appeal and we are extremely grateful for all their efforts. Morrisons and Barclays Bank also play key roles in the success of the appeal and we are also grateful for the continuing support of the management and staff.

Recommendation – (a) That the information be noted;
(b) That thanks be given to all the Poppy Appeal volunteers: Sam Henderson, Anne Richardson, Will Wearmouth, Rowan Jefferies, Dorothy Wilson, Janet Sweeting, Iris Hillery, Allan Jones, Clare Tamea, Tricia Child, Ian Moorhouse, June Moore, Flora Wright, Nick Perkins, Becca Steen, Ken Wilson, Cyril Humphrey, Nigel Farren, Catrina Knox, Jane Hackworth-Young, Barbara Wilson, Sharon Parsons-Munn, Susan Kitching and Councillors Blissett, Harrison, Miss Blissett, Mrs Moorhouse, Kirkbride, Child, Chatterjee & Mrs Farren
(c) That thanks also be extended to Morrisons, Barclays Bank and HMYOI.

Resolved – That the information be noted.

59. REMEMBRANCE EVENTS

Remembrance Sunday was held on 10 November 2019. The event was well supported by all sectors of the community including the attendance of the Deputy Lieutenant of County Durham, Mr Bernard Robinson OBE and Colonel Nigel Rhodes, Deputy Commander 4th Infantry Brigade Catterick Garrison.

Rev. Canon Alec Harding led the service at the Parish Church. The Police implemented the temporary road closures and Barnard Castle Band provided a marching band, with the Parade led by the Parade Marshall Rowan Jefferies. Parade members included cadets from Barnard Castle School's Combined Cadet Force.

The Further Act of Remembrance ceremony took place at the main war memorial within the grounds of The Bowes Museum and the service was led by Rev. Canon Alec Harding and Rev. Darren Moore from Barnard Castle School. The Laying of Wreaths was announced by Councillor Mrs Sandra Moorhouse. Students and staff from Montalbo Primary School, Green Lane Church of England Primary School & St Mary's Roman Catholic Primary School laid wreaths, Charlotte Page from the Scouts read the exhortation with Cllr Ian Kirkbride. Barnard Castle School Choir were also in attendance and Andrew Nicholson played the Last Post and Reveille. Following the service, free refreshments were provided at the Freemasons Masonic Hall.

A letter will be sent to the press thanking all those organisations and individuals for the roles they played.

Recommendation – (a) That the information be noted; and
(b) That thanks be extended to the Deputy Lieutenant Bernard Robinson OBE, Colonel Nigel Rhodes, Deputy Commander 4th Infantry Brigade, Rev Canon Alec Harding and the Church Wardens of St Mary's Church, Rev Darren Moore, the Combined Cadet Force, Choir, students and staff of Barnard Castle School, Andrew Nicholson and members of Barnard Castle Band, Nigel Farren, Charlotte Page from the Scouts, Parade Marshall Rowan Jefferies, Cllr Mrs Sandra Moorhouse, Cllr Ian Kirkbride, The Masonic Hall, Mrs Farren

Resolved – That the information be noted

60. VE DAY 75TH ANNIVERSARY

It has previously been resolved that the 75th anniversaries of both VE Day and VJ Day falling in 2020 would be commemorated by the council during the 1940s weekend, which falls between those dates. Separately, the town council had been approached by Barnard Castle School about plans to mark the date of VE Day over the weekend commencing with the (revised) Bank Holiday on 8 May 2020.

It was reported that Barnard Castle School holidays commence on 8 May 2020. It has therefore been proposed that a Service Community and Reconciliation Day take place on the 7 May. The school is planning to have performances by musicians and a choir, for there to be dancing, beacon lighting and refreshments. The school have been very clear that this should be an event for the town's people. It was suggested that it would be a good opportunity to invite civic guests

Resolved – That the information be noted.

61. 1940'S EVENT – 19-21 JUNE 2020

A meeting of the project group was held on 28 January to proceed with planning for the 2020 weekend. It should be noted that, following discussions with one of the co-founders of Teesdale Aviation Day, that this year's commemoration, which will, itself, be the twenty-fifth anniversary of the event, will be decoupled from the 1940s Weekend. It would now take place on 10 July, to coincide with the 80th anniversary of the Battle of Britain

It was confirmed at the meeting that 4 stalls had been booked, that there would be a dance taking place the at The Witham on Saturday 20 June 2020, the cobbled market area in Horsemarket would be utilised on both the Saturday and Sunday and on the Sunday, Barnard Castle Band would play at St Mary's Church.

Resolved – That the information be noted.

**BARNARD CASTLE TOWN COUNCIL
SERVICES COMMITTEE**

17 FEBRUARY 2020

PRESENT: Councillor Child (in the Chair); Councillors Chatterjee, Drew, Hallimond (from Item 53), Kirkbride and Thompson (from Item 62).

Also in attendance: Councillor Blissett (Town Mayor) and one member of the press.

Officers: Mr King (Town Clerk) and Mrs Farren (Services Officer).

49 ACCEPTANCE, OR OTHERWISE, OF APOLOGIES

Apologies were received from Councillor Miss Blissett.

Resolved – That the apologies be accepted.

50 DECLARATIONS OF INTEREST

In accordance with this Council's adopted Code of Conduct (Minute 10/May/19 refers), Members were asked whether they had any personal or prejudicial interests in any matter on the agenda and, if so, to declare those interests at this point of the meeting. Members were reminded that a declaration could be given later in the meeting if a need arose during discussion. There were no declarations of interest at this juncture.

51 SERVICES COMMITTEE MEETING – 16 DECEMBER 2019 – MINUTES

Resolved – That the Minutes be accepted as a correct record.

52 ALLOTMENTS

(1) 2020 Allotment Tenancy Agreement and Rules

Members were advised that a comprehensive review of the tenancy agreement and allotment rules had taken place prior to the 2019/20 season and that there were no suggested revisions for the 2020/21 season.

Resolved – That the Allotment Tenancy Agreement and Rules be adopted without revision for 2020/21.

(2) General Update

It was reported that no gardens had been re-tenanted and that there remained two vacant allotments on the Town Head and Crook Lane sites. Two new applications had been received and the waiting list currently stood at eleven, comprising of nine parishioners and two non-parishioners.

Allotment inspections had been carried out on three of the five sites. The Markets and Maintenance Supervisor had been able to complete identified repairs and identified cultivation issues would be addressed by Services Officer. The remaining two sites would be completed before the next meeting. It was confirmed that the water supply would remain off due to the inclement weather.

It was also confirmed that the pathway improvements on the Harmire Road site had now been completed.

Resolved – That the information be noted.

53 PLAY AREAS

Quarterly inspections had been carried out in January 2019. The minor items identified would be monitored and adjustments made by the Markets and Maintenance Supervisor. The two specialised repairs identified at the Green Lane site would be undertaken by Park Lane Playgrounds providing their quotation came within the budget.

It was noted that the refurbished goal posts from Marwood Drive had been replaced, and that a collapsed tree in the Dawson Road play area had been removed and the wall repaired by Durham County Council.

Resolved – (a) That the information be noted.

(b) That quotations for the repair work identified at Green Lane be sought from Park Lane Playgrounds and undertaken if within budget.

54 MINI GOLF – REVIEW OF 2019 SEASON

Urban Crazy would be visiting the course during week commencing 17 February 2020 to replace the timer and vandalised sheep. It was expected that the work would take two days to complete and that there would be no cost to the Council.

During the early part of March, the grass on the course would be replaced with slate.

Interviews for the position of Mini Golf Attendant would take place during week commencing 17 February 2020.

Resolved – That the information be noted.

55 WEDNESDAY MARKET

In the eight weeks from 18 December 2019 to 5 February 2020 inclusive (two falling on Bank Holidays) total rental receipts had been £775, an average of £125 per week, a decrease on the previous period. The decrease was attributed to a quiet January and a period January -March where traders received a free week. Ten free pitches had been earned on that basis. There had not been any new traders, seven charity pitches had been used and the waiting list stood at five.

Resolved – That the information be noted.

56 FLORAL AND OPEN SPACES

(1) 2020 Floral Displays Scheme

An update on HMYOI Deerbolt's proposed extended floral scheme was given. Details were confirmed of the proposed planting scheme for both Summer & Winter bedding. The winter scheme included plants complimentary to that of the Summer planting and the price would be consistent with the previous year.

HMYOI Deerbolt had also included a quotation to plant up the area near the Welcome to Barnard Sign near County Bridge with flowering plants and shrubs for £522.76.

It was reported that a volunteer group organised by Mr Peat in consultation with Mrs M Watson of the Richard III Group had cleared the Amen Corner flower bed and re-planted it with appropriate regulation Richard III white roses.

It was further noted that the community Group, 'Veg Out In Barney', had become less active and had stepped-down from upkeeping the Niche Living 'Gateway Bed'. The

Chair noted discussions which had taken place with a possible sponsor for additional works at this location.

Resolved – (a) That the information be noted;
(b) that approval be given to the Summer and Winter Bedding schemes proposed by HMP&YOI Deerbolt, trading as One3one Solutions, but that no additional works to the gateway beds or Welcome to Barnard Castle bed be commissioned.

(2) Demesnes Bollards

Problems had been identified with both retractable bollards at the lower and upper Demesnes. The lower Demesnes bollard had failed, and the locking mechanism was inoperable. Both bollards had been serviced and had been identified as unfit for purpose. Quotations had been obtained for the replacement of the bollards and were considered at item 62. Below.

(3) General Update

The Ground Maintenance quotations were considered at item 63.

Resolved – That the information be noted.

57 BIG SPRING CLEAN 2020

In support of LitterFree Durham's campaign Big spring Clean 2020, it was agreed that the council would support a Big Spring Clean for Barnard Castle and it would take place on Saturday 4 April 2020 from 10:00 am to noon.

Resolved – That the date for the Big Spring Clean in Barnard Castle be set for Saturday 4 April, from 10am to noon, supported by the town council.

58 PUBLIC SEATS

A review of benches in use and their condition had been undertaken and a full report would be taken to the next meeting.

Resolved – That the information be noted.

59 WAR MEMORIALS

Cllr Blissett (Town Mayor) and the Market and Maintenance Supervisor carried out inspections of the War Memorials on Tuesday 11 February 2020, there were no significant issues identified.

Resolved – That the information be noted.

60 DOG FOULING

A consultation on the continuation of the Public Space Protection Order would be carried out by Durham County Council. A reduction in the number of reports regarding dog fouling had been seen and they were continuing to encourage communities to use the Do It Online portal to report dog fouling and irresponsible dog ownership. To enable a Neighbourhood Warden to take enforcement action, incidents would need to be reported stating the location and timing of repeat instances.

Resolved (a) That local people should be encouraged to report incidents through the County Council's 'Do It Online' portal, stating location and timings to assist with enforcement by Neighbourhood wardens; and

(b) That the council will take the opportunity to respond to the consultation on renewal of the PSPO.

61 EXCLUSION OF PRESS AND PUBLIC (IN RESPECT OF ITEM 62 AND 63)

Resolved – That, under the provisions of the Public Bodies (Admission to Meetings) Act 1960 §1(2), the press and public be excluded from the meeting during consideration of the matters referred to at item 62 and 63, below, due to the confidential nature of the business to be transacted.

62 DEMESNES BOLLARDS QUOTATIONS (CONFIDENTIAL)

Submitted – a quotation considering the replacement of retractable bollards on both lower and upper Demesnes, with improved profiling better drainage or alternative barriers.

Resolved –(a) That a retractable bollard be ordered for the upper Demesnes; and
(b) That further investigation be carried out in respect of an alternative solution for the lower Demesnes.

63 GROUNDS MAINTENANCE QUOTATIONS (CONFIDENTIAL)

Submitted – a report considering quotations for the grounds maintenance contract 2020/21 seeking to determine which contractor should be appointed to undertake the work

Resolved – (a) That the 2020/21 grounds maintenance contract be awarded to Castle Gardens Ltd at the indicative baseline sum of £11,881;
(b) That additional works, as 'dayworks' be commissioned to professionally prepare and plant the Galgate 'Gateway Beds', supported by sponsorship from S&A; and
(c) That the Clerk be thanked for all his work to support the Committee at this, his last, meeting.

**BARNARD CASTLE TOWN COUNCIL
PLANNING COMMITTEE**

02 MARCH 2020

PRESENT: Councillors Harrison (in the Chair); Blissett, Miss Blissett, Finlay and Hallimond

Also in attendance: One member of the press.

Officers: Mr King (Town Clerk) Mrs Farren (Services Officer).

75. ACCEPTANCE, OR OTHERWISE, OF APOLOGIES

There were none.

76. DECLARATIONS OF INTEREST

In accordance with this Council's adopted Constitution (Members' Code of Conduct) (Minute 10/May/19 refers), Members were asked whether they had any personal or prejudicial interests in any matter on the agenda and, if so, to declare those interests at this point of the meeting. Members were reminded that a declaration may be given later in the meeting if a need arose during discussion.

None declared.

77. PLANNING COMMITTEE MEETING – 03 FEBRUARY 2020 – MINUTES

Resolved – That the Minutes be approved as a correct record.

78. PLANNING APPLICATIONS FOR CONSIDERATION

(i) DM/20/00048/FPA & DM/20/00049/LB: Workshop Rear Of **38 Newgate**. Conversion of existing buildings to 4 no. dwellings and associated demolition and alterations.

Resolved - That the town council supports the application.

(ii) DM/20/00385/LB **61 Galgate**. Replacement timber windows.

Resolved – That the town council supports the application.

79. LICENSING APPLICATION – LIDL GREAT BRITAIN LTD, STAINDROP ROAD

Resolved – That the town council supports the application.

**BARNARD CASTLE TOWN COUNCIL
RESOURCES COMMITTEE**

2 MARCH 2020

PRESENT: Councillor Mrs Moorhouse (in the Chair); Councillors Blissett, Drew, Harrison, and Kirkbride.

Also in attendance: One member of the press.

Officers: Mr King (Town Clerk), Miss Atkinson (RFO) and Mrs Farren (Services Officer).

49. ACCEPTANCE, OR OTHERWISE, OF APOLOGIES

Apologies were submitted by Councillor Mrs Thompson.

Resolved – (a) That Cllr Mrs Thompson's apologies be accepted.

50. DECLARATIONS OF INTEREST

In accordance with this Council's adopted Code of Conduct (Minute 10/May/19 refers), Members were asked whether they had any personal or prejudicial interests in any matter on the agenda and, if so, to declare those interests at this point of the meeting. Members were reminded that a declaration could be given later in the meeting if a need arose during discussion. There were no declarations of interest at this juncture.

51. RESOURCES COMMITTEE MEETING 13 JANUARY 2020 - MINUTES

Resolved – That the minutes be approved as a correct record.

52. BUDGET MONITORING REPORTS

Submitted - A report outlining budget activity, updated to the end of January 2020.

Resolved – That the information be received and noted.

53. MEDIUM-TERM FINANCIAL PLAN

Submitted - A revised MTFP for approval at the meeting, to be included in the revised Constitution presented to the Annual Council Meeting in May for adoption. It was noted that the council's ability to engage in activities was limited by its statutory powers.

Resolved – (a) That the Medium-Term Financial Plan 2020-23 be approved;
(b) That it be recommended to Full Council that the General Power of Competence be pursued, subject to meeting the qualifying criteria.

54. RESERVES REVIEW

Submitted – A report setting out the Council's earmarked and general reserves, comparing these to the year-end position in 2018/19, so that an in-depth review could be carried out.

Resolved – That the reserves position be noted.

55. GOVERNANCE DOCUMENT REVIEW

(1) Discipline and Grievance Policy

Submitted – An update on policies based on new model document released by NALC in November 2019.

(2) Standing Orders, Financial Regulations and Other Policies

Submitted – Consequential amendments to the Constitution to reflect changing job titles and roles.

Resolved – That the revised policies be included in the draft constitution for resolution at the Annual Meeting Council in May 2020.

56. ASSET TRANSFERS

Submitted – Documents relating to the freehold transfer of Bede Kirk which had been received. The council's solicitor's comments were awaited on the overage deed and form of contract. There were no issues in the initial search, which had identified the existence of the TPO and the registration of the Green.

The future of Amen Corner was discussed. It was noted that the UDC had compulsory purchased the property previously occupying the space in 1933. Title was not claimed. Members acknowledged that the future of the 'town garden' remained unresolved.

Resolved – That the information be noted.

57. EXCLUSION OF PRESS AND PUBLIC (IN RESPECT OF ITEM 58, BELOW)

Resolved – That, under the provisions of the Public Bodies (Admission to Meetings) Act 1960 §1(2), the press and public be excluded from the meeting during consideration of the matters referred to at item 58, below, due to the confidential nature of the business to be transacted.

58. STAFFING (CONFIDENTIAL)

Submitted - A report providing an update on issues related to staffing

Resolved – That the outgoing Clerk be appointed as an officer of the Town Council to represent its interests at the small claims hearing of the County Court Hearing Centre, Durham on 14 April 2020.

**Barnard Castle Town Council Current Year
Cashbook 1
Current/Reserve Account**

Payments made between 01/11/2019 and 31/01/2020

Date	Payee Name	Reference	£ Total	£ VAT	A/C	Centre	£Net	Description
04/11/2019	Barclays	AUTO	34.02		4006	101	34.02	Charges
05/11/2019	Barrier TM Ltd	201911001	285.60	47.60	4313	352	238.00	Deliver & Install Signs
05/11/2019		201911002	48.13		4000	211	48.13	Wages - Wk 31
05/11/2019		201911003	144.38		4000	211	144.38	Wages - Wk 31
05/11/2019		201911004	88.53		4000	211	88.53	Wages - Wk 31
06/11/2019	City Electrical Factors Ltd	DR	62.80	10.47	4074	106	52.33	Light Bulbs & Switches
08/11/2019	Durham County Council	DR	21.00		4403	360	21.00	Temporary Event Notice
13/11/2019	Royal British Legion	106357	92.50		4260	352	92.50	Wreaths
13/11/2019	Office Furniture Online	201911005	50.40	8.40	4103	101	42.00	Rectangular Table
13/11/2019	Park Lane Playgrounds	201911006	216.00	36.00	4241	231	180.00	Inspections
13/11/2019	Christmas Plus	201911007	360.00	60.00	4230	221	300.00	Festive Display
20/11/2019	Contract Natural Gas Ltd	DDR	419.89	69.98	4073	106	349.91	Charges - October
21/11/2019	Park Lane Playgrounds	201911008	108.00	18.00	4103	234	90.00	Supply and fit new seat
21/11/2019	Park Lane Playgrounds	201911009	1,296.00	216.00	4103	236	1,080.00	Replace & Repairs
21/11/2019	Robson Horticulture Ltd	201911010	3,044.40	507.40	4206	311	915.00	Maintenance
					4206	211	36.00	Maintenance
					4240	311	120.00	Maintenance
					4206	318	220.00	Maintenance
					4206	233	144.00	Maintenance
					4206	206	120.00	Maintenance
					4206	315	192.00	Maintenance
					4206	318	240.00	Maintenance
					4206	320	140.00	Maintenance
					4206	211	410.00	Maintenance
21/11/2019	Document Solutions	201911011	114.09	19.02	4075	101	95.07	Copier Charge
21/11/2019	4Nature	201911012	2,736.00	456.00	6000	204	2,280.00	Harmire Road
21/11/2019	Midnight Electronics	201911013	273.60	45.60	4313	352	228.00	Hire Sound Equipment
25/11/2019	Anglian Water Business	DDR	251.73		4071	106	251.73	Charges 02/08-01/11
25/11/2019	Anglian Water Business	DDR	21.70		4200	205	21.70	Charges 02/08-01/11
25/11/2019	Anglian Water Business	DDR	14.18		4200	206	14.18	Charges 02/08-01/11
25/11/2019	Anglian Water Business	DDR	20.31		4200	203	20.31	Charges 02/08-01/11
25/11/2019	Anglian Water Business	DDR	90.68	15.11	4200	202	75.57	Charges 02/08-01/11
25/11/2019	Opus Energy	DDR	243.37	40.56	4073	106	202.81	Charges 02/08-01/11
26/11/2019	Microsoft	DDR	45.12	7.52	4080	103	37.60	Microsoft
26/11/2019	Focus Group	DDR	89.30	14.88	4076	106	14.96	Voice Calls to 31/10

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Date	Payee Name	Reference	£ Total	£ VAT	A/C	Centre	£Net	Description
					4076	106	56.47	Line Rental
					4076	106	2.99	Router Assurance
27/11/2019	Park Lane Playgrounds	201911014	420.00	70.00	4074	232	350.00	Repairs & Maintenance
27/11/2019	SLCC Enterprises Ltd	201911015	281.00		4053	101	281.00	Full Membership
29/11/2019	Cash	106359	168.80		4313	360	168.80	Grotto Presents
29/11/2019	HMRC	106358	1793.96		4009	102	1793.96	Month - 7
29/11/2019	Durham County Council	BACS	1,806.85		4008	102	1,350.87	Pension
					4018	102	455.98	Pension
29/11/2019		11/19	361.73		4000	102	180.86	Salary
					4000	291	180.87	Salary
29/11/2019		BACS	244.80		4000	291	244.80	Salary
29/11/2019		BACS	1,558.17		4000	102	1,558.17	Salary
29/11/2019		BACS	1,315.14		4000	102	1,315.14	Salary
29/11/2019		BACS	2,212.28		4000	102	2,212.28	Salary
03/12/2019	Diamond Commercial Cleaning	201912001	193.24	32.20	4087	106	161.04	Cleaning - November
03/12/2019	Christmas Plus	201912002	5,754.00	959.00	4230	221	4,795.00	Festive Display
03/12/2019		201912003	13.50		4031	101	13.50	Travel Expenses
05/12/2019	Barclays	AUTO	33.20		4006	101	6.30	Payflow
					4006	101	26.90	Charges 14/10-12/11
11/12/2019	Amazon	DR	35.98	6.00	4074	106	18.32	Security Lights
					4077	101	11.66	White card
12/12/2019	Barnard Castle Band Teesdale & District	106360	100.00		4260	360	100.00	Christmas Light Switch-on
12/12/2019	Lions	106362	100.00		4260	360	100.00	Christmas Light Switch-on
16/12/2019	HMRC	106363	1856.08		4009	102	1856.08	Month - 8
16/12/2019	HMP Deerbolt	106364	1,898.90		4276	311	1,898.90	Bedding tender
19/12/2019	Colin Gilbert	106365	80.00		4327	360	80.00	Christmas Light Switch
20/12/2019	YMCA	201912004	50.00		4260	360	50.00	Christmas Light Switch
20/12/2019	CDALC	201912005	60.00		4031	101	60.00	Councillor Training
20/12/2019	Durham County Council	201912006	2,000.00		4070	106	2,000.00	Rent - Woodleigh 25/12-24/03
20/12/2019	National Ass of Local Councils	201912007	120.00	20.00	4005	102	100.00	Advertisement
20/12/2019	Office Furniture Online	201912008	50.40		4103	352	50.40	Rectangular Table
20/12/2019	St John Ambulance Maxwells (Sunderland) Ltd	201912009	115.20	19.20	4400	360	96.00	Christmas Light Switch-on
20/12/2019	Ltd	201912010	18.45		4074	106	18.45	Maintenance Items
20/12/2019	Roch ndt Services Contract Natural Gas Ltd	201912011	360.00	60.00	4232	221	300.00	Street Column Testing Gas Charge -
20/12/2019	Ltd	DDR	523.59	87.26	4073	106	436.33	November
23/12/2019	Durham County Council	BCTC 12	1,906.53		4008	102	1,425.97	Pension - December
					4018	102	480.56	Pension - December
23/12/2019		SALARY	122.40		4000	291	122.40	Salary - December
23/12/2019		SALARY	273.50		4000	102	136.75	Salary - December

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Date	Payee Name	Reference	£ Total	£ VAT	A/C	Centre	£Net	Description
					4000	291	136.75	Salary - December
23/12/2019		SALARY	1,488.08		4000	102	1,488.08	Salary - December
23/12/2019		SALARY	1,729.19		4000	102	1,729.19	Salary - December
23/12/2019		SALARY	2,175.20		4000	102	2,175.20	Salary - December
24/12/2019	Focus Group	DDR	82.62	13.77	4076	106	56.47	Line Rental
					4076	106	9.39	Voice Calls
					4076	106	2.99	Additional Services
24/12/2019	Opus Energy	DDR	193.25	32.21	4073	106	161.04	Electricity - 09/11-08/12
27/12/2019	Microsoft	DDR	45.12	7.52	4080	103	37.60	Microsoft
02/01/2020	The Clique	106366	100.00		4260	360	100.00	Christmas Light Switch
02/01/2020	YMCA	201912004	50.00		4260	360	50.00	Christmas Light Switch
03/01/2020	Gordon Fletcher	202001001	450.00		4050	101	450.00	Internal Audit Fees
03/01/2020	Office Depot UK Ltd	202001002	204.94	12.32	4077	101	61.62	Office Stationary
					4078	101	131.00	Stamps
03/01/2020	Diamond Commercial Cleaning	202001003	193.24	32.20	4087	106	161.04	Cleaning - December
03/01/2020	Npower	202001004	108.14	5.15	4073	320	102.99	Electricity 01/09-30/11
06/01/2020	Grenke	DDR	139.82	23.30	4075	101	116.52	Copier lease
08/01/2020	Carbonite	DDR	67.79		4080	101	67.79	Carbonite Subscription
09/01/2020	Barclays	AUTO	33.59		4006	101	33.59	Charges
10/01/2020	ICO	DDR	35.00		4056	103	35.00	Data Protection Fee
13/01/2020	HMRC	106367	2,042.61		4009	102	2,042.61	Month - 9
					4019	102	602.33	Month - 9
					4000	102	747.60	Month - 9
14/01/2020	SLCC Enterprises Ltd Cumbria Classic	202001005	396.00	66.00	4005	102	330.00	Advert - Job
14/01/2020	Coaches Ltd Maxwells (Sunderland) Ltd	202001006	480.00		4327	358	480.00	Deposit for 2020
14/01/2020		202001007	32.85		4102	106	32.85	Screws, Padlock, Chain
14/01/2020	Office Depot UK Ltd	202001008	106.99	17.83	4077	101	31.20	Stationary Supplies & Consumables
					4102	101	57.96	
14/01/2020	Stamps Direct Limited Newsquest (Yorkshire&NE) Ltd	202001009	24.22	4.04	4077	101	20.18	Ink Pads
14/01/2020	Contract Natural Gas Ltd	202001010	480.62	80.10	4005	102	400.52	Job vacancy advert Gas Charges - December
20/01/2020	Newsquest (Yorkshire&NE) Ltd	202001013	23.38	3.90	4005	102	19.48	Advert - Job
21/01/2020	Amazon	DR	5.99	1.00	4077	101	4.99	Magnets -
23/01/2020	RBS Software Solutions	202001011	70.80	11.80	4057	101	59.00	MTD Support
23/01/2020	Office Depot UK Ltd Robson Horticulture Ltd	202001012	14.99	2.50	4102	106	12.49	Paper Towels
23/01/2020		202001014	1,286.40	214.40	4206	318	30.00	Strim Edges
					4206	238	120.00	Hedges
					4206	237	30.00	Hedges
					4206	205	80.00	Hedges

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Date	Payee Name	Reference	£ Total	£ VAT	A/C	Centre	£Net	Description
					4206	234	30.00	Hedges
					4206	232	152.00	Leaves
					4206	233	60.00	Leaves
					4206	320	280.00	Leaves
					4206	238	200.00	Tree Felling
					4240	231	90.00	Litter Picking
23/01/2020		202001015	0.02		4000	211	0.02	Mini Golf Salary Correction
24/01/2020	Barrier TM Ltd	202001016	442.80	73.80	4402	360	369.00	Christmas Event
24/01/2020	Oliver Twists	202001017	94.00		4005	102	94.00	Catering
24/01/2020	DAS Law	202001018	554.40	92.40	4056	101	462.00	Professional Fees
24/01/2020	DAS Law	202001019	162.00	27.00	4056	101	135.00	Professional Fees
24/01/2020	Focus Group	DDR	77.48	12.91	4076	106	5.11	Line calls
					4076	106	56.47	Line rental
					4076	106	2.99	Additional services
24/01/2020	Opus Energy	DDR	142.58	6.79	4073	106	135.79	Electricity - 09/12-08/01
27/01/2020	Microsoft	DDR	45.12	7.52	4080	103	37.60	Microsoft
30/01/2020	Barnard Castle Methodist	106361	125.00		4260	360	125.00	Christmas Event
31/01/2020	Cash	106368	97.15		4102	203	6.00	Keys
					4077	106	3.00	Diaries
					4102	101	19.98	Refreshments
					4102	101	2.98	Frames
					4102	101	2.00	Flash Wipes
					4102	361	14.75	Refreshments
					4102	360	0.85	Picture Hooks
					4102	360	1.50	Safety Pins
					4077	106	1.49	Stationery
					4077	106	5.00	Allen Keys
					4078	101	12.20	Postage
					4077	106	5.00	Tape
					4077	101	15.00	USB Cable
					4078	101	7.40	Postage
31/01/2020	Durham County Council	BCTC - 01	1,806.57		4008	102	1,351.11	Pension - January
					4018	102	455.46	Pension - January
31/01/2020	HMRC	HMRC - 10	1809.52		4009	102	1809.52	Month - 10
31/01/2020		SALARY	418.41		4000	102	209.20	Salary - January
					4000	291	209.21	Salary - January
31/01/2020		SALARY	163.20		4000	291	163.20	Salary - January
31/01/2020		SALARY	1,558.17		4000	102	1,558.17	Salary - January
31/01/2020		SALARY	1,315.15		4000	102	1,315.15	Salary - January
31/01/2020		SALARY	2,175.40		4000	102	2,175.40	Salary - January

**Barnard Castle Town Council Current Year
Cashbook 1
Current/Reserve Account**

Cash Received between 01/11/2019 and 31/01/2020

Date	Cash Received from	Reference	Total (NET)	Receipt Description
01/11/19	HMRC		5,298.81	VAT Repay - Quarter 2
04/11/19	Barclays	101	8.51	Loyalty Reward 13/09-
05/11/19	Specsavers	360	500.00	Christmas Sponsorship
05/11/19	William Smith Group	360	250.00	Christmas Sponsorship
27/11/19	The Public Sector Deposit Fund		30,000.00	Management of Funds
29/11/19	BHP Law	101	34.00	Refund Issued
29/11/19	Barclays Bank	360	250.00	Christmas Sponsorship
29/11/19	Market Rents	291	545.00	Rents 6/11
29/11/19	Mini Golf Takings	211	105.00	Takings
29/11/19	Mini Golf Floats	211	120.00	Golf Floats x 4
29/11/19	Craft & Chat	106	60.00	Craft & Chat 15/11
05/12/19	Barclays	101	8.30	Loyalty Reward 14/10-
09/01/20	Teesdale Day Clubs	106	500.00	Day Clubs - Quarter 4
09/01/20	Market Rents	291	595.00	Rents - 04/12
09/01/20	Dawson Room Hire	106	80.00	Craft & Chat 06/12
09/01/20	Barclays	101	6.90	Loyalty Reward
09/01/20	YMCA	360	50.00	Refund as paid twice
14/01/20	Equip4Work	352	50.40	Refund as paid twice
14/01/20	Citizens Advice	106	2,687.50	CAB - Quarter 4
15/01/20	TAP	106	20.00	Dawson Room Hire 22/10
16/01/20	Durham County Carers	106	40.00	Dawson Room Hire Oct &
23/01/20	Base Rate Tracker Account		38.78	Funds Management
24/01/20	HMRC		5,201.34	Vat Repay Quarter 3
29/01/20	The Public Sector Deposit Fund		40,000.00	Funds Management

**BARNARD CASTLE TOWN COUNCIL
COUNCIL MEETING – 16 MARCH 2020**

GENERAL POWER OF COMPETENCE

1. Introduction

- 1.1 This report considers the opportunities posed by and the process of applying the General Power of Competence to the powers of the town council.

2. Background To The Report

- 2.1 The General Power of Competence (GPC) was introduced by the Localism Act 2011 and took effect in February 2012. In simple terms, it gives councils the power to do anything an individual can do provided it is not prohibited by other legislation.
- 2.2 It applies to all principal councils (district, county and unitary councils etc). It also applies to eligible parish and town councils. An eligible council is one which has resolved to adopt the GPC, with at least two thirds of its members being declared elected and the Clerk must hold an appropriate qualification (Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012).
- 2.3 It replaces the wellbeing powers in England that were provided under the Local Government Act 2000.
- 2.4 The scope – and some limitations – of the General Power are set out in sections 1 to 6 of the Localism Act 2011. In summary, the GPC enables councils to do things:
- an individual may generally do
 - anywhere in the UK or elsewhere
 - for a commercial purpose or otherwise, for a charge or without a charge
 - without the need to demonstrate that it will benefit the authority, its area or persons resident or present in its area (although in practice councils will want to realise such benefits).
- 2.5 It is a 'power of first resort', which means that, unlike s137, there is no need to search (and not find) another power first.
- 2.6 There are some limitations on the General Power, either because they are not things which an individual can do or because they are excluded by the Act. The GPC will not:
- provide councils with new powers to raise tax or precepts or to borrow
 - enable councils to set charges for mandatory services, impose fines or create offences or byelaws, over and above existing powers to do so
 - override existing legislation in place before the Localism act 2011, so-called 'pre-commencement limitations' (however powers enacted after commencement of the GPC will only limit the GPC if this explicitly stated in the legislation).

- 2.7 Where using the GPC for charging or trading purposes, the recipient should agree to the service being provided, the income from charges should not exceed the cost of provision and, where things are done for commercial purposes, this must be done through a specified type of company. Notwithstanding the limitations outlined above, the GPC remains a broad power. It is also a 'power of first resort', to be used before searching out any specific enabling power, as is currently the case.
- 2.8 The core benefits of the General Power of Competence are:
- The council can respond quickly to new ideas, to rapidly emerging issues and to unexpected opportunities.
 - The council can engage in activities where spending has previously been limited by s137 (eg support for the local economy, health, climate change).
 - There is no need to search for other powers.
 - The council can respond to and work with other bodies more easily.
 - It gives the council more flexibility in seeking cost-effective solutions.
- 2.9 Restrictions are to be found in other statutes or regulations. Existing statutory duties remain in place and restrictions in overlapping or related powers must be adhered to. The key risks in applying the GPoC relate to public support, reputation, adequate funds and local competition.

3. Analysis

- 3.1 To qualify, the town council must satisfy three tests, set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012:
- 2/3 elected councillors (eight in the case of Barnard Castle)
 - Qualified clerk (Level 3 CiLCA or Level 4 Community Governance)
 - Confirm eligibility at any full council meeting and record it in the minutes. Reaffirm eligibility at the first annual meeting after the ordinary elections (every four years).
- 3.2 An update on these criteria will be provided at the meeting.

4. Conclusion

- 4.1 There are potential advantages in declaring the General Power of Competence. The council's eligibility is marginal. The benefits could be significant but might result in higher expenditure or a realignment of spending priorities.

Recommendation - That the information be received and noted.

Michael King
Clerk