

**BARNARD CASTLE TOWN COUNCIL
PARTNERSHIP COMMITTEE**

6 JULY 2015

PRESENT: Councillors Deacon (in the Chair), Cooke, Peat, Hinchcliffe, Mrs Grady and Mrs Moorhouse.

Also in attendance: Mr M. Hanby (Business Guild); Ms J. Whitaker (The Bowes Museum) (until Item 23); Mr M. Wilkes, Services Manager Durham (Alzheimer's Society) and Mr N. Jarvis, Commissioning Policy & Planning Officer (Children & Adults Services Durham County Council) (until Item 17); one member of the press; one member of the public.

Officers: Mr King (Town Clerk) and Mrs Woodward (Deputy Clerk).

14. ACCEPTANCE, OR OTHERWISE, OF APOLOGIES

Apologies had been received from Mr R. Welsby (The Bowes Museum).

Resolved – That the apologies be accepted.

15. DECLARATIONS OF INTEREST

In accordance with this Council's adopted Code of Conduct (Minute 72(a)/Sep/12 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. Councillors Deacon and Mrs Grady declared an interest in respect of Item 23 and left the meeting before this item.

16. DURHAM DEMENTIA ACTION ALLIANCE (PRESENTATION)

Mark Wilkes, from Alzheimer's Society and Neil Jarvis, from Durham County Council presented information about Durham County Council's Dementia Strategy, Durham Dementia Action Alliance and Dementia Friendly Communities. Barnard Castle was chosen as one of the trial sites along with Spennymoor, Bishop Auckland and Chester-le-Street. The town was chosen because of its older population and because it already had a good community feel. Iris Hillery was already a Dementia Friends Champion in the town. A leaflet and handout was circulated. Singing for the Brain sessions were in place in the town already at the Methodist Church, Games for the Brain would begin in September along with Dementia friendly swimming at the leisure centre and a Dementia Café in St. Mary's Church.

Resolved – That the town council supports Barnard Castle becoming a Dementia Friendly Community and that Councillor Deacon be nominated to attend Dementia Friendly Communities meetings.

17. PARTNERSHIP COMMITTEE MEETING – 18 MAY 2015 – MINUTES

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

18. POPPY APPEAL

a. Aviation Day 1 July

The 20th Teesdale Aviation Day Service took place at 11am in the Garden of Remembrance, following re-location of the Aviation Memorial from HMYOI Deerbolt. It was well supported by members of RAFA, RAF Leeming, Barnard Castle School Cadets,

Barnard Castle Town Council and HMYOI Deerbolt. Vintage Pipers played prior to the ribbon cutting ceremony formally opening the memorial in its new home by the town Mayor. The service of commemoration was taken by Deerbolt Prison Chaplain John Little. There was a wreath laying ceremony, followed by the Piper's Lament. It was noted that in 2016 there was to be an Armed Forces 1940s event in the town and that Aviation Day 2016 could be incorporated into this event.

Resolved – (a) That the information be noted.

(b) That thanks be given to all those involved and, in particular, to Tony Galley, Councillor Yarker and Mrs Farren, Services Officer, for organising the event at short notice and;

(c) That the town council takes over responsibility for organising the annual Teesdale Aviation Day Service and that it be programmed into 2016/17 Events with budgetary allocation.

19. CHRISTMAS LIGHTS WORKING GROUP

(a) Christmas Lights Working Group – 28 May – notes

(b) Christmas Lights Working Group – 25 June – draft notes

The following recommendations were made for onward consideration by this Committee:

(a) That the focus for year 1 be lit trees outside shops and a 'wow effect' display in a small area of town.

(b) That support and momentum be built in years 2 and 3, with fundraising.

(c) That a business plan be created for Christmas lights and fundraising.

(d) That confirmation be sought from Durham County Highways regarding feasible lighting options around the town, including column wrapping.

(e) That a 3 year contract for Christmas lights be created, ideally with a not-for profit organisation.

Pursuant to Special Council (Minute 26/Jun/15 refers), four contractors had been approached to provide a written quotation for a three year contract to supply Christmas lighting in Barnard Castle, to include a break clause in January 2016, after the first lighting season, in the event of a failure in delivery, performance or compliance. The brief for contractors included existing commitments as a baseline service (PAT testing and certification for 8 motifs installed along Newgate and Town Christmas tree lights; any repairs needed; erection and dismantling of motifs and tree lights; unmetered electricity costs; Methodist Church crib electricity). The fixed budget was confirmed as £6,500.

It was confirmed that the deadline for quotations from contractors was 14 July, with a summary of quotations received (excluding financial information) to be considered at a meeting of the working group that evening, before onward recommendation to Special Council.

A decision to award would be taken at Special Council on 20 July.

Resolved – (a) That the notes and information be received.

(b) That the recommendations of Christmas Lights Working Group be considered and;

(c) That the 2014/15 underspend of £700 from Christmas Lights budget be used to contribute towards purchase of Christmas trees and lights for town's shops.

20. EVENTS 2015 TASK & FINISH GROUP NOTES AND UPDATE

a. Events T&F Group – 15 May – notes

b. Events T&F Group – 10 June – draft notes

It was reported that Medieval Day on 4 July went well. Through its Chair, Barnard Castle Business Guild had offered to pay for an advert in the Darlington & Stockton Times to promote the next event (Picnic Day 1 August) and increase footfall in the town.

An update was given on food concessions on Scar Top for Streets Of...31 August. It was reported that Durham County Council had not re-approached the Business Guild as it had indicated that it was not in favour of food concessions on Scar Top. The town council, however, wanted to see food concessions on Scar Top and had been informed that DCC had gone back to those individual businesses in the town who had expressed a positive interest. Otherwise, DCC was exploring the wider Teesdale area and then Weardale. If any other businesses were interested in offering food concessions, they should contact DCC events team direct.

Resolved – That the notes and information be received.

21. COMMUNITY EVENTS

a. Review of Community Events Policy

Submitted – the Community Events Policy for approval and adoption by the Town Council for the 2015-16 municipal year.

Resolved – That the existing Community Events Policy be approved and adopted by the Town Council.

b. Mayoral Event 20 June 2015

It was reported that The Town Mayor, in association with the Friends of The Bowes Museum, hosted a joint charity fundraising evening on 20 June 2015 at GlaxoSmithKline Sports and Social Club, Barnard Castle. The evening featured noted comedy magician and entertainer Mr Ian Keeble. The evening was very well received and attended by Mayoral representatives from eight different authorities from across the region.

Resolved – That the information be noted.

c. The Bowes Museum First World War Commemorative Project

The town council had received information about The Bowes Museum's "To Serve King and Country" First World War Commemoration Project. One of the aims of the project was to create a Roll of Honour, honouring the men and women from the dales who had served during the Great War. People were being offered the opportunity to volunteer memories, artefacts and photographs to be recorded (not collected).

Jane Whitaker from The Bowes Museum reported that a website had been launched www.thebowesmuseumww1.org.uk and that people were being trained to input data. Volunteers were involved in research with Teesdale Mercury and Durham County Records Office. There was a creative writing project with schools and a programme of talks and workshops. The Bowes Museum was seeking opportunities to promote the project.

Resolved – That the information be noted and that the town council promoted the project at events, via social media, wayfinding units etc.

22. ROAD CLOSURE MANAGEMENT TRAINING

The Clerk gave an update. It had been confirmed by Durham County Council's Strategic Traffic Manager, Dave Wafer, that, "As previously discussed we are supportive of appropriately trained volunteers placing signs on the highway for minor events, generally those contained within a 30 mph speed limit. Within Barnard Castle the closure of Scar Top, a reasonably regular occurrence, would fall within this category. By contrast the closure of the A67 through the town and the subsequent requirement of diversionary route signing on higher speed roads, would not."

SAG core members required that:

- Detailed written plans, risk assessments and method statements be produced in respect of the proposed traffic management (TM) arrangements associated with an event and submitted as part of the Safety Advisory Group (SAG) process.
- Any individual and/or group involved in the TM arrangements must have appropriate Public Liability Insurance.
- The TM proposals must contain contingency arrangements to address any TM issues that may arise during an event. Organisers could not simply rely upon contacting Durham Police to attend and resolve such TM issues.
- Any individual placing signs must be suitably qualified and have access to the appropriate vehicles and equipment.
- Event organisers acknowledged that Durham Police operated a recharge policy for the provision of services outside of normal core policing functions. Should a TM related incident arise that is directly attributable to poor planning, inadequate risk assessment or the incorrect implementation of the TM arrangements, then Durham Police would consider recovering any costs incurred either partial or in full, connected to the deployment of resources to address the issue.
- If organisers were unable or unwilling to comply with industry standard safety requirements then they would not be afforded a road closure.

There was currently no training planned. A possible change in legislation was also being explored.

Recommendation – That the information be noted.

23. GRANTS TO OTHER BODIES: APPLICATIONS FOR FINANCIAL DONATIONS

Submitted – In accordance with the Terms of Reference of Council and Committees 2015/16 and the Financial Donations Policy, a report summarising the financial donations situation. It was confirmed that this Council's 2015/16 budgetary allocation for financial donations was £3,000 and that this was the first meeting of 2015/16. It was reported that the following application had been received:-

Barnard Castle Meet Ltd – support towards purchase of additional metal barrier fencing for Bonfire Event.

Resolved – That the decision to support be deferred to Special Council on 20 July, pending receipt of up to date financial information.