

**BARNARD CASTLE TOWN COUNCIL  
COUNCIL MEETING****2<sup>ND</sup> MARCH, 2009**

**PRESENT:-** Councillor Yarker (Town Mayor)(in the Chair); Councillors Mrs Bailes (Minutes 176 to 207 inclusive), Blissett (Minutes 173 to 198 inclusive), Cooke (Minutes 173 to 197 inclusive), Mrs Dixon (Minutes 175 to 207 inclusive), Mrs Hamilton (Minutes 173 to 197 inclusive), Harrison, Peat, Watson, Wheeler (Minutes 177 to 196 inclusive) and Wood (Minutes 186(2) to 193(3) inclusive).

**Also in attendance:-** Mr D. & Mrs S. Wilson (for Minute 175 only); Sergeant B. Coll (Barnard Castle Police)(for Minute 176 only).

**173. APOLOGIES:-** Councillor Hinchcliffe.

**174. DECLARATIONS OF INTEREST**

In accordance with standard local government procedures, 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 Cooke and Watson declared interests in respect of the matter to be considered at Minute 180 below (Planning Application – Shaw Bank (Land off A688), because of Teesdale District Council's prospective consideration of the planning application – this enabled them to comment on the matter at this meeting but not to vote.

**175. PRESENTATION TO DON WILSON, SENIOR MINI GOLF ATTENDANT**

Members were aware that Don Wilson, Senior Mini Golf Attendant, had announced his retirement during the Mini Golf close season. Following the moving of a resultant motion by the Town Mayor (and its seconding by the Deputy Town Mayor), the Clerk read out a citation to mark Mr Wilson's 12 years of valuable service with the Town Council.

**Resolved** – That the thanks of this Council be extended to Don Wilson for his commitment, reliability and general support in the role of Mini Golf Attendant/Senior Mini Golf Attendant.

On behalf of the Council, the Town Mayor then presented Mr and Mrs Wilson with gifts and Mr Wilson made a short speech of thanks.

**176. ATTENDANCE OF POLICE REPRESENTATIVE**

In accordance with the arrangements agreed at Minute 218(b)/Mar/08, Sergeant B. Coll from Barnard Castle Police attended the meeting. Members were informed of current priorities which included the incorrect use of disabled parking bays and the derelict allotment site at Brittons Field. He also referred to the Police and Communities Together meetings recently commenced in Barnard Castle and Sergeant Coll encouraged Members to attend future monthly meetings. With these meetings in mind, discussion arose regarding the attendance of a Police representative at future Council meetings. A short 'question and answer' session ensued

**Resolved** – (a) That Sergeant Coll be thanked for his attendance.

(b) That a Police representative be requested to attend future Town Council meetings bi-annually.

## **177. COUNCIL MEETING – 19<sup>TH</sup> JANUARY, 2009 – MINUTES**

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

## **178. ‘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 seven items considered at the meeting were as follows:-

### **(1) Planning Committee Meeting – 19<sup>th</sup> January, 2009 – Minutes**

**Resolved** – That the Minutes be received.

### **(2) Christmas Festival Committee Meeting – 26<sup>th</sup> January, 2009 – Minutes**

**Resolved** – That the Minutes be received.

### **(3) Planning Committee Meeting – 2<sup>nd</sup> February, 2009 – Minutes**

**Resolved** – That the Minutes be received.

### **(4) Modernisation Committee Meeting – 9<sup>th</sup> February, 2009 – Minutes**

**Resolved** – That the Minutes be received.

### **(5) Planning Committee Meeting – 16<sup>th</sup> February, 2009 – Minutes**

**Resolved** – That the Minutes be received.

### **(6) Finance Committee Meeting – 23<sup>rd</sup> February, 2009 – Minutes**

**Resolved** – That the Minutes be received.

### **(7) Mayoral Activities.**

It was reported that, since the Council meeting on 19<sup>th</sup> January, 2009, the Town Mayor had attended the following:-

**20<sup>th</sup> February** (accompanied by Town Mayoress (Mrs Marie Yarker))  
The Witham Office and Ramp Completion Celebration (The Witham Hall).

**21<sup>st</sup> February** Meeting with Chairman of Barnard Castle Vision (Ms D.Jenkins).

**22<sup>nd</sup> February** (accompanied by Town Mayoress)  
Guides Association’s Thinking Day Service (St Mary’s Parish Church).

**Resolved** – That the information be noted.

## **179. REFERRALS FROM COMMITTEES**

### **(1) Financial Donations Policy**

Submitted – Pursuant to the recommendation at Minute 36 of the set of Minutes of the Finance Committee at sub-section (6) of Minute 178 above, a report incorporating a Financial Donations Policy, with an intended commencement date of 1<sup>st</sup> April, 2009. The Policy was submitted in the light of the perceived inadequacy of the current system and an integral requirement was that the Finance Committee was given delegated powers to determine applications. A number of Council Meeting 2<sup>nd</sup> March, 2009 – Minutes

additional criteria had been considered but rejected to avoid a process which would have been unnecessarily complicated.

**Resolved** – (a) That, subject to the following additional criteria and the renumbering of the subsequent criteria, the Financial Donations Policy, as recommended by the Finance Committee, be approved, with an implementation date of 1<sup>st</sup> April, 2009:-

- '8. Approximately one-third of the annual donations budget be available at each of the three Committee meeting during the year.'

(b) That, as part of the Policy, the Finance Committee be given delegated powers to determine all financial donations.

## **(2) General**

Submitted – A report on a number of other referrals from Committees as follows:-

### **(A) Christmas Festival Committee – Christmas Festival Event 2009**

Reference was made to the recommendations of the Christmas Festival Committee, at Minute 32(a) of the set of Minutes at sub-section (2) of Minute 178 above, regarding the return to a Friday evening for the Town Council's Christmas Festival event and the production of a leaflet/brochure (for the second year in succession) in respect of the Town's Christmas festivities.

**Resolved** – (a) That this Council's Christmas Festival event revert back to a Friday evening.

(b) That the production of a leaflet/brochure for the whole of the Barnard Castle Christmas festivities be undertaken by this Council.

### **(B) Modernisation Committee – Economic Situation**

Reference was made to the recommendation of the Modernisation Committee, at Minute 37 of the set of Minutes at sub-section (4) of Minute 178 above, regarding a Council initiative to set up (in addition to the non-financial support initiative with the Barney Guild) a supportive partnership with relevant local organisations.

**Resolved** – That a supportive partnership with relevant local organisations be set up by this Council.

### **(C) Finance Committee – 'Declarations of Interest'**

Reference was made to recommendation (a) of the Finance Committee, at Minute 35 of the set of Minutes at sub-section (6) of Minute 178 above, that the 'Declarations of Interest' item be a statutory agenda item (immediately after 'Apologies') for all meetings of this Council's subsidiary bodies, similar to the existing arrangements for Council meetings.

**Resolved** – That the 'Declarations of Interest' item be a statutory agenda item for all meetings of this Council's subsidiary bodies.

### **(D) Finance Committee – Applications for Financial Donations – Delegated Powers**

Reference was made to recommendation (d) of the Finance Committee, at Minute 35 of the set of Minutes at sub-section (6) of Minute 178 above, that, to ensure that appropriate donations were made to a number of organisations from the 2008/09 donations budget, delegated powers should be given to the Finance Committee to determine the donations to be allocated at its next meeting scheduled for 23<sup>rd</sup> March, 2009. The organisations in question were the Learning Library, Victim Support and YMCA Barnard Castle.

**Resolved** – That delegated powers be given to the Finance Committee to determine the donations to be allocated to the above organisations at its meeting scheduled for 23<sup>rd</sup> March, 2009.

#### **180. PLANNING APPLICATION – SHAW BANK (LAND OFF A688)**

Members were advised that the planning application from Teesdale Community Resources in respect of their prospective development at Shaw Bank had recently been received. Whilst the application had been technically referred to the Planning Committee meeting on 2<sup>nd</sup> March, 2009, it had been recommended at that meeting (Minute 65(iii)/Mar/09 refers) that, in view of the size and significance of the application and the interest the proposals had created, coupled with the fact that this Council had previously determined a policy regarding the consideration of such applications, the application should be referred to full Council to formulate a recommendation to the District Council.

It was confirmed that a Special Council meeting would be needed to consider the application and that this would probably take place on 12<sup>th</sup> March, 2009. A small amount of flexibility had been allowed by Teesdale District Council in respect of its 14-day consideration rule.

**Resolved** – (a) That a Special Council meeting be convened to consider the above planning application, with a presentation by a representative from Teesdale Community Resources to be given at the meeting.

(b) That a request be made to Teesdale District Council for a Planning Officer to attend the meeting.

#### **181. NEWSLETTER – UPDATE**

Members were informed that work had been ongoing in the office during the previous 4-5 weeks on the production of Newsletter No.8. At a meeting of the Editorial Board on 4<sup>th</sup> February, 2009, the overall contents of that edition and the distribution arrangements were agreed. The distribution of the Newsletter was to be undertaken during the week beginning 2<sup>nd</sup> March, 2009.

Specific reference was made to the front-page article involving a series of questions posed by the Editor/Clerk and answered by the Barnard Castle Vision Chairman, Ms D. Jenkins.

**Resolved** – (a) That the situation be noted.

(b) That the office staff be congratulated on the production of Newsletter No. 8.

#### **182. ALLOTMENTS – UPDATE**

Submitted – A report updating Members on a number of allotment issues largely emanating from a meeting of the Allotments and Play Areas Working Group on 18<sup>th</sup> February, 2009. The issues raised included further improvement measures on the various sites, the updated electricity sub-station situation at the Crook Lane enclosure and the deferment of discussions on the setting-up of Allotment Associations.

Pursuant to Council Minute 230/Mar/08, the Working Group had considered a revised Allotment Tenancy Agreement and Allotment Rules and particular points raised at the meeting were highlighted. The issue of Tenancy Agreements in joint names was discussed at the Council meeting.

**Resolved** – (a) That the overall situation be noted.

(b) That, subject to the following amendment, the revised Allotment Tenancy Agreement and Rules (as recommended by the Allotments and Play Areas Working Group) be approved for issue to all allotment tenants with their allotment rental requests for 2009/10:-

Allotment Rule 3 to be amended to read:-

- '3a. Whilst Tenancies will normally be issued in a single name only, Tenancies can be issued in dual names.
- 3b. Tenants with dual Tenancies must live at the same address.'

### **183. DAWSON ROAD PLAYINGFIELD – UPDATE**

It was reported that, at the Allotments and Play Areas Working Group meeting on 18<sup>th</sup> February, 2009, an update was given on the Dawson Road playingfield situation, including the setting-up of a residents' Community Group. The Group had held consultation meetings with other local residents and another 'public consultation event' (to determine preferred play facilities) had been organised for 28<sup>th</sup> March, 2009. The overall funding situation was also outlined.

**Resolved** – That the information be noted.

### **184. MINI GOLF – UPDATE**

Pursuant to Minute 112/Oct/08, it was confirmed that the 2009 Mini Golf season would commence on 4<sup>th</sup> April. The season's opening arrangements were outlined, as was a prospective closing date of 6<sup>th</sup> September. Following the retirement of the Senior Mini Golf Attendant (see Minute 175 above), the other 2008 Attendant had been promoted to the role of Mini Golf Supervisor. An appointment had recently been made in respect of the second Attendant post. Clean-up and repair work was being carried out and it was hoped that advertising of the opening arrangements could be achieved via press coverage.

**Resolved** – That the arrangements for the 2009 season be noted.

### **185. WAR MEMORIALS – UPDATE**

Pursuant to Minute 113/Oct/08, it was reported that preparatory work in respect of the three main War Memorials in Barnard Castle was ongoing, with a view to the restoration work being carried out (as one contract) during the Summer of 2009. Funding and tendering arrangements were outlined and specific reference was made to the potential involvement of Barnard Castle Vision in improvements to the Memorial Garden in upper Galgate. Pursuant to Minute 172/Feb/09, it was reported that progress on the additional Remembrance Memorial and Book of Remembrance was ongoing.

**Resolved** – That the situation be noted.

### **186. QUALITY STATUS**

#### **(1) General Progress**

It was reported that progress continued to be made on this Council's preparations for its Quality Status application and that the Clerk had almost completed his CiLCA course. Council documentation still to be produced (and approved by the Council) was outlined. It was also stressed that if two further Councillor vacancies were filled by co-option (making five in total), the Council would not be able to apply for Quality Status.

**Resolved** – That the situation be noted.

#### **(2) Public Participation in Council Meetings**

Submitted – A report outlining Test 3 of the Quality Council scheme, part of which referred to the allocation of time for public participation in all Council meetings. This Council's current arrangements were outlined and a number of options were put forward for consideration. Issues covered included the timing of the public participation 'slot', the advance submission of questions, time limits for questions and the timescale for the introduction of the arrangements.

**Resolved** – (a) That a public participation ‘slot’ of 15 minutes be introduced, for all ordinary Council meetings, with effect from the Council meeting scheduled for 1<sup>st</sup> June, 2009, the detailed arrangements being as follows:-

- (i) the ‘slot’ is to commence 15 minutes before the official starting time of each ordinary Council meeting;
- (ii) questions from members of the public are to be submitted (in writing) to this Council’s office by the Wednesday preceding the Council meeting;
- (iii) questions need to be relevant to this Council’s activities and responsibilities, with the Clerk, in consultation with the Town Mayor, determining their validity;
- (iv) a member of the public should not have to attend the meeting for his/her question to be dealt with; and
- (v) the ‘slot’ should not, under any circumstances, be extended beyond 15 minutes.

(b) That the arrangements be reviewed after six months of operation.

### **187. BARNARD CASTLE VISION**

It was reported that, pursuant to Minute 166/Jan/09, a number of communication issues involving the Barnard Castle Vision had been highlighted. Reference was made to a meeting between the Town Mayor and the Vision Chairman on 20<sup>th</sup> February, 2009 and to the intention that a further meeting should take place in April 2009.

Discussion centred at the Council meeting on the briefing meeting originally scheduled for 12<sup>th</sup> February, 2009 but rescheduled for 12<sup>th</sup> March, 2009. The format of the briefing meeting was outlined and an agenda was to be sent out in advance of the meeting.

**Resolved** – That any questions from those not able to attend the briefing meeting be sent to the Clerk for collation and re-issue to those who are able to attend.

### **188. LOCAL GOVERNMENT RESTRUCTURING**

Submitted – Pursuant to Minute 167/Jan/09, a report on the general lack of information emanating from the Unitary Authority, despite the proximity of local government restructuring. It was confirmed that no service would be devolved to any local council by 1<sup>st</sup> April, 2009 and that it appeared unlikely that assets would be transferred prior to re-organisation.

It was reported that the Teesdale Area Action Partnership’s opening event would take place on 22<sup>nd</sup> April, 2009 but that, to date, no venue had been sorted out. As far as representation on the Partnership was concerned, it was likely that all Unitary Authority Councillors would choose to be on the Partnership and that would result in only one place being available for all parish and town councils in Teesdale. It had been recently confirmed that Unitary Authority Councillors could only have a place on one Partnership.

Pursuant to Minute 167(3)/Jan/09, this Council was to receive £2,068 arising from the interim solution determined by Durham County Council in respect of double taxation issues. Whilst the additional allocation (to be paid at the same time as the 2009/10 precept) could be used for allotments and the Bede Road bus shelter (the reasons for the distribution), it was considered that a better use could be achieved by allocating the whole sum to this Council’s War Memorials project.

**Resolved** – (a) That the overall restructuring situation be noted.

(b) That the additional allocation of £2,068 from Durham County Council be used as additional finance for the War Memorials project.

**189. COUNTY DURHAM ASSOCIATION OF LOCAL COUNCILS/TEESDALE DISTRICT PARISH FORUM – SETTING-UP OF LOCAL COUNCILS’ COMMITTEE**

Submitted – Pursuant to Minute 167(2)/Jan/09, a report on the proposed setting-up of a Local Councils’ Committee for Teesdale under the auspices of the County Durham Association of Local Councils. The matter had been discussed at a Teesdale District Parish Forum meeting on 16<sup>th</sup> February, 2009 (see Minute 193(2) below) and a further Forum meeting was scheduled for 9<sup>th</sup> March, 2009. The Clerk had been tasked with producing a report for that meeting.

The submitted report outlined the advantages and disadvantages of forming the Committee, with particular reference made to the criteria that Committee members should be members of the Durham Association.

Reference was also made to the prospective administrative support arrangements for the new Committee, with this Council’s involvement in both that Committee and the Teesdale Residents and Travellers Forum being seen as a workable option.

**Resolved** – That a provisional offer of administrative support from this Council be relayed to the forthcoming meetings of the Teesdale District Parish Forum (in respect of the Local Councils’ Committee for Teesdale) and the Teesdale Residents and Travellers Forum.

**190. LITTER-PICKING – APPLICATION FOR GRANTS/ASSESSMENT OF NEED (Councillor Wood)**

Councillor Wood referred to the litter-picking grants which had been available from Teesdale District Council for a number of years but about which many local councils (including this Council) had no knowledge. A letter had already been sent to the District Council seeking information about the scheme and how to apply but no reply had been received to date.

**Resolved** – (a) That a reply letter be urgently sought from Teesdale District Council.  
(b) That Durham County Council be approached as to the criteria involved once local government restructuring has taken place.  
(c) That, once relevant information has been received, an assessment be made of the Town’s needs.

**191. POWER OF WELL BEING**

Submitted – A report on the extension of the power of well being to eligible parish councils, effective from 31<sup>st</sup> December, 2008. An outline was provided of the new power and the procedures to be used for its adoption. The qualification criteria were also summarised and it was clear that this Council did not yet qualify as an eligible parish council. However, the County Durham Association of Local Councils was to provide appropriate training and had asked local councils to indicate whether they intended to use the power of well being at some time in the future.

**Resolved** – That this Council fully intends to use the power of well being once it has met all the qualification criteria.

**192. PROPOSED FLORAL ARRANGEMENTS 2009**

Submitted – A report on the proposed floral arrangements for 2009. Whilst an increased budget had been approved for the display, the review in respect of the revised proposals was still in its infancy. However, street lighting column tests would probably have to be paid for and it had been suggested that additional weekly watering would produce a better display.

**Resolved** – (a) That the proposed arrangements for 2009 be approved.  
(b) That every effort be made to progress the floral displays review so that meaningful deliberations can be undertaken during the 2010/11 budgetary process.

### **193. REPRESENTATION ON OTHER BODIES**

#### **(1) NHS County Durham (County Durham Primary Care Trust) – Rural Ambulance Implementation and Monitoring Group – Appointment of Representative**

It was reported that the above organisation was seeking nominations for positions on its Rural Ambulance Implementation and Monitoring Group. A nomination was sought from this Council by 26<sup>th</sup> March, 2009 and, because of his previous work on the subject, it had been stated that Councillor Cooke's nomination would be welcome. It was further reported that other Groups were to be set up but that the standard rule would be that no nominee could be on more than one Group.

**Resolved** – That Councillor Cooke be nominated as this Council's representative on the Rural Ambulance Implementation and Monitoring Group.

#### **(2) Teesdale District Parish Forum Meeting – 16<sup>th</sup> February, 2009**

It was confirmed that a meeting of the Teesdale District Parish Forum had taken place on 16<sup>th</sup> February, 2009, at which the future of the Forum had been discussed (see Minute 189 above). It was further reported that other items on the agenda included the Police Neighbourhood Forum, ongoing planning matters and a National Health Service presentation.

**Resolved** – That the information be noted.

#### **(3) Teesdale Local Strategic Partnership – Subsidiary Bodies**

Reference was made to Councillor Cooke's membership of the Teesdale Local Strategic Partnership and to his resultant appointment by the Partnership to the South West Durham Heritage Line Working Group, the Environment and Transport Thematic Group and the Health Thematic Group. Travel costs had resultantly been incurred and the Partnership did not meet any of those costs, despite that body making the appointments. It was further reported that the Heritage Line Working Group was set to continue but that the Thematic Groups would fold when the partnership arrangements end.

**Resolved** – (a) That Councillor Cooke's travel costs in respect of his attendance at meetings of the Teesdale Local Strategic Partnership, the South West Durham Heritage Line Working Group and the two Thematic Groups be re-imbursed, without prejudice, retrospectively.  
(b) That Councillor Cooke be appointed as this Council's representative on the South West Durham Heritage Line Working Group.

#### **(4) Teesdale Residents and Travellers Forum Meeting – 20<sup>th</sup> January, 2009**

Pursuant to Minute 189 above, Councillor Cooke reported verbally on the main issues arising from the Forum meeting on 20<sup>th</sup> January, 2009. Discussion ensued on the perceived lack of security on the lower Demesnes as a result of Northumbrian Water's depot arrangements.

**Resolved** – (a) That the information be noted.  
(b) That urgent steps be taken to retrieve the security situation on the lower Demesnes.

### **194. SCHEDULING AND TIMES OF COUNCIL MEETINGS – 2009/10 MUNICIPAL YEAR**

Submitted – A report incorporating a recommended schedule of meetings for the 2009/10 Municipal Year, based on the standard six/seven-week cycle of meetings. A starting time of 7.00 p.m. was recommended for all meetings in the schedule. Particular reference was made to the deadline for the January budgetary meeting. For the time being, the venue would continue to be the Council Chamber at Teesdale House. The frequency of attendance of the Police at Council meetings had been determined at Minute 176(b) above but the dates had still to be decided.



It was reported that it was intended that the main four Committees of the Council would determine their 2009/10 meeting dates during the next Council cycle. The need for Committee meetings (primarily to appoint Chairmen and Vice-Chairmen) immediately after the Annual Council meeting on 11<sup>th</sup> May, 2009 was also highlighted. The Administrative Support Committee and the various Working Groups would meet as and when required.

Specific reference was made to the increasing tendency to hold subsidiary body meetings during the daytime. The problems arising from this were highlighted and a view was sought as to the future approach.

**Resolved** – (a) That the following schedule of Council meetings during the 2009/10 Municipal Year be approved:-

<u>2009</u>	<u>2010</u>
Monday, 11 <sup>th</sup> May (Annual Meetings)	Monday, 11 <sup>th</sup> January (budget)
Monday, 1 <sup>st</sup> June	Monday, 18 <sup>th</sup> January
Monday, 20 <sup>th</sup> July	Monday, 1 <sup>st</sup> March
Monday, 7 <sup>th</sup> September	Monday, 19 <sup>th</sup> April
Monday, 19 <sup>th</sup> October	Monday, 10 <sup>th</sup> May (Annual Meetings)
Monday, 7 <sup>th</sup> December	

(b) That a representative from Durham Constabulary be invited to attend the Council meetings on 1<sup>st</sup> June and 7<sup>th</sup> December, 2009, in line with the decision made at Minute 176(b) above.

(c) That the timetable for the determination of the meeting arrangements for the Council's Committees and Working Groups be noted.

(d) That all five of the Council's current Committees meet immediately after the Annual Council meeting on 11<sup>th</sup> May, 2009 to appoint Committee Chairmen and Vice-Chairmen.

(e) That it be confirmed that this Council is an 'evening meeting' Council.

#### **195. ROYAL GARDEN PARTY 2009**

It was reported that this Council had been invited to put forward a nominee to attend a Royal Garden Party on 14<sup>th</sup> July, 2009. The criteria was outlined and it was confirmed that the outgoing Town Mayor (Councillor Yarker) had already attended a Garden Party and could not therefore be nominated again. The standard arrangement was for a ballot to be held.

**Resolved** – That Councillor Blissett be nominated to attend the 2009 Royal Garden Party.

#### **196. 'BARNARD CASTLE' SIGNS**

Councillor Peat requested that the project to replace all 'Barnard Castle' entry signs should be resurrected. It was stressed that there had been no 2009/10 budgetary provision for such a project and that the viability of the scheme had not been discussed with Durham County Council.

**Resolved** – That the replacement of the 'Barnard Castle' entry signs be agreed in principle as a future project but that alternative ways of carrying out the project (including funding opportunities) be explored first.

#### **197. SECURITY BADGES**

Councillor Cooke put forward a recommendation that all Members and officers of the Town Council should be issued with security identification badges, not least to be used 'on site'. The advantages and disadvantages were discussed at the meeting.

**Resolved** – That the issue of security identification badges be not proceeded with.

### **198. MARKET TOWN WELCOME – INVITATION TO ATTEND WORKSHOP**

It was reported that a workshop had been organised for 4<sup>th</sup> March, 2009 to help to produce a Destination Development Plan to enable funding to be accessed for tourism-related projects. Councillor Mrs Dixon was to attend as a representative of The Bowes Museum and had been asked to also attend as this Council's representative. A number of questions were put forward to be raised at the workshop.

**Resolved** – That Councillor Mrs Dixon represent this Council at the above workshop.

### **199. CASTLE WALLS - RESPONSIBILITY**

Councillor Watson referred to the recent falls of stonework from the Castle walls and suggested that links be established with the relevant parties to move the matter forward.

**Resolved** – That pressure be brought to bear on the relevant parties.

### **200. EXCLUSION OF PRESS AND PUBLIC (in respect of Minutes 201 to 207 below)**

**Resolved** – That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the matters referred to at Minutes 201 to 207 below on the grounds that they may involve the likely disclosure of exempt information as defined in Parts 1 and 7 of Schedule 12A of the said Act.

### **201. PROPOSED FLORAL ARRANGEMENTS 2009 – TENDERING PROCESS**

Submitted – Pursuant to Minutes 156(a)(iv)/Jan/09 and 192 above, a report on the intention, prior to the next ordinary Council meeting scheduled for 20<sup>th</sup> April, 2009, to carry out the tendering processes for the floral displays so that quotations could be accepted at that meeting. Information was provided on prospective tenderers and the scheduling of the work.

**Resolved** – (a) That the following businesses be asked to submit quotations for the 2009 supply of the contents of the hanging baskets, etc.:-

- (i) Carlbury Garden Centre, Piercebridge;
- (ii) Castle Gardens, Bishop Auckland;
- (iii) Elm Ridge Gardens Limited, Darlington;
- (iv) Lowfield Gardens, Barnard Castle;
- (v) The Potting Shed, Middleton in Teesdale; and
- (vi) Whinfield Farm Nurseries between Gainford and Winston.

(b) That the following businesses/organisations be asked to submit quotations in respect of the associated watering:-

- (i) Elm Ridge Gardens Limited;
- (ii) Teesdale Conservation Volunteers, Startforth; and
- (iii) Teesdale District Council.

(c) That the hanging baskets, etc. be erected during the working week commencing 26<sup>th</sup> May, 2009.

### **202. MAINTENANCE OF OPEN SPACES AND LITTER-PICKING – ANNUAL CONTRACT 2009/10**

Submitted – A report regarding the annual awarding of the contract for the maintenance of the Council's open spaces and litter-picking. It was confirmed that the Council's Auditors were satisfied with this Council's current arrangements as 'best value' was being obtained. It was also considered that, in the light of local government change, continuity was the key. Specific Council Meeting 2<sup>nd</sup> March, 2009 – Minutes

references were made to the current contractor's excellent local support service and his extremely competitive rates (with his charge for grass-cutting of four of this Council's five play areas to remain the same for the thirteenth year in succession).

**Resolved** – That Robson Horticulture Ltd. be appointed for open-space maintenance and litter-picking arrangements for the period 1<sup>st</sup> April, 2009 to 31<sup>st</sup> March, 2010.

### **203. APPOINTMENT OF BANKERS**

Submitted – A report on the current use of Barclays Bank as this Council's bankers and the perceived need to seek the formal appointment of the Council's bankers at the Annual Council meeting each year. This had arisen as a result of the recent review of the Council's banking arrangements.

**Resolved** – (a) That this Council appoints Barclays Bank PLC (the Bank) as the Council's Bankers.

(b) That this Council accepts the terms of the Barclays Customer Agreement and confirms such acceptance to the Bank by authorising completion of the Bank's form of Appointment of Bankers.

(c) That this Council authorises any individual named in Section 2 (an 'authorised person'), either individually or, if relevant, with other authorised person(s) in accordance with Section 3, to:-

(i) enter into any other agreements with the Bank (including banking facility agreements and indemnities) which they consider to be in the interests of the Council from time to time;

(ii) give instructions concerning the operation of the Company's bank accounts and otherwise communicate with the Bank in each case in writing and verbally, in accordance with the Customer Agreement; and

(iii) register the Company for the Bank's computer and telephone banking services. (This Council does not operate its accounts by either of these methods.)

(d) That the appointment/re-appointment of this Council's bankers be considered, on an annual basis, at the Annual Council meetings.

### **204. REVISED SALARY PAYMENT ARRANGEMENTS**

Submitted – A report on the prospective introduction, as from April 2009, of revised salary payment arrangements. Details were supplied of the system to be used and it was confirmed that there would be a charge of £59.76 per year to use the service provided by the Council's Bank – this would be met from the staffing on-costs budget.

**Resolved** – That the revised salary payment arrangements be introduced as from April 2009.

### **205. MINI GOLF - SALARY ARRANGEMENTS**

Submitted – Pursuant to Minute 156(a)(i)/Jan/09, a report on the replacement arrangements for the honorarium for the Senior Mini Golf Attendant. A number of options were put forward and the respective duties of the two Attendants (one of whom would become the Mini Golf Supervisor) were examined.

**Resolved** – That an additional amount of £0.50 per hour be paid to the Mini Golf Supervisor in recognition of the additional responsibilities attributable to that post.

#### **206. AUDIT ARRANGEMENTS FOR 2009/10**

Submitted – Pursuant to Minute 8(b)/May/08, a report summarising the ongoing review of this Council's Internal Audit arrangements. A brief summary of the current arrangements was included in the report, as was the intention of approaching five local accountants for quotations for the work involved. The outcome of that exercise would be reported to the Council meeting scheduled for 20<sup>th</sup> April, 2009.

**Resolved** – That the following local accountants be asked to submit quotations for the Internal Audit exercise:-

- (i) Addison & Co;
- (ii) Allen Sykes Ltd;
- (iii) Blaeford Gordon & Co. Ltd;
- (iv) Butler & Gee; and
- (v) Paul & Co.

#### **207. TEN FIELDS – LEASE AND RENTAL ARRANGEMENTS (BARNARD CASTLE FOOTBALL CLUB)**

Submitted – Pursuant to Minute 156(a)(v)/Jan/09, a report on the progress made in respect of the lease and rental arrangements for Ten Fields. A summary was provided of a recent meeting with Barnard Castle Football Club. It was confirmed that the rental for 2009/10 had been in accordance with standard arrangements, previously agreed at £60. Specific reference was made to the fact that the Club cut the grass at Ten Fields on a regular basis.

**Resolved** – (a) That renewal of the lease is approved, based on the existing terms, for the period 1<sup>st</sup> April, 2009 to 31<sup>st</sup> March, 2019.

(b) That the rental level for the period April 2010 to March 2013 remain at £60.