

**BARNARD CASTLE TOWN COUNCIL  
ANNUAL COUNCIL MEETING**

**9<sup>TH</sup> MAY, 2011**

**PRESENT :-** Councillor Cooke (Town Mayor); Councillors Mrs Bailes, Blissett, Mrs Dixon, Mrs Hamilton, Harrison, Hinchcliffe (Minutes 1 to 8 inclusive), Peat, Robinson, Watson, Wood and Yarker.

**Officers:-** Mr Bosworth (Town Clerk) and Mrs Plant (Assistant Clerk)

**1. ELECTION OF TOWN MAYOR FOR MUNICIPAL YEAR 2011/12**

Nominations were sought in accordance with the procedures agreed at Minutes 174/Apr/10 and 177(A)/Mar/11. Councillor Cooke was proposed and seconded. There were no other nominations.

**Resolved –** That Councillor Cooke be elected Town Mayor for the Municipal Year 2011/12.

Councillor Cooke then made and signed the Declaration of Acceptance of Office. He thanked the Council for his election.

**2. ELECTION OF DEPUTY TOWN MAYOR FOR MUNICIPAL YEAR 2011/12**

Nominations were sought in accordance with the procedures agreed at Minutes 174/Apr/10 and 177(A)/Mar/11. Councillor Harrison was proposed and seconded. There were no other nominations.

**Resolved –** That Councillor Harrison be elected Deputy Town Mayor for the Municipal Year 2011/12.

Councillor Harrison then made and signed the Declaration of Acceptance of Office.

**3. APOLOGIES: - None.**

**4. DECLARATIONS OF INTEREST**

In accordance with this Council's adopted Code of Conduct (Minute 20/Jun/07 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.

**5. REVIEW OF 2010/11 MAYORAL YEAR (COUNCILLOR COOKE)**

The Town Mayor (Councillor Cooke) reported verbally on his 2010/11 Mayoral Year, based on the previously circulated list of events which had been attended. He thanked a number of individuals and the office staff for their support during an enjoyable and worthwhile Year. He also confirmed that Miss Rebecca Abrahams would continue as the Town Mayoress during the Municipal Year 2011/12.

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

**6. STANDING ORDERS – ADOPTION FOR MUNICIPAL YEAR 2011/12**

Submitted – The Town Council’s Standing Orders, as previously approved at Minute 6/May/10.

**Resolved** – That the Standing Orders, as now submitted, be adopted for the Municipal Year 2011/12.

**7. FINANCIAL REGULATIONS – ADOPTION FOR MUNICIPAL YEAR 2011/12**

Submitted – The Town Council’s Financial Regulations, as previously approved at Minute 7/May/10.

**Resolved** – That the Financial Regulations, as now submitted, be adopted for the Municipal Year 2011/12.

**8. DATES AND TIMES OF COUNCIL MEETINGS DURING MUNICIPAL YEAR 2011/12**

Submitted – A schedule of the dates and times of Council meetings during the Municipal Year 2011/12, as previously approved at Minute 186/Mar/11.

**Resolved** – (a) That the following schedule of Council meetings during the Municipal Year 2011/12 (all Mondays) be confirmed:-

<b>2011</b>	<b>2012</b>
6 <sup>th</sup> June	16 <sup>th</sup> January
18 <sup>th</sup> July	23 <sup>rd</sup> January (Budget)
5 <sup>th</sup> September	5 <sup>th</sup> March
17 <sup>th</sup> October	16 <sup>th</sup> April
5 <sup>th</sup> December	14 <sup>th</sup> May (Annual Meetings)

(b) That it be confirmed that the official starting time for all the Council meetings listed be 7.00 p.m., with a public participation ‘slot’ 15 minutes before each ordinary meeting.

**9. COMMITTEE AND WORKING GROUP MEMBERSHIPS 2011/12**

Submitted – A report seeking the determination of memberships of the Council’s various Committees and Working Groups for the Municipal Year 2011/12. Specific issues raised included the ex officio role of the Town Mayor and the sizes of Committees and Working Groups (particularly in respect of quorums).

**Resolved** – That the memberships of the specific Committees and Working Groups for the Municipal Year 2011/12 be as follows:-

**(a) Administrative Support Committee (4 seats)**

Councillors Blissett, Cooke (Town Mayor), Watson and Yarker.

**(b) Christmas Festival Committee (5 Councillor seats + 3 co-opted seats)**

Councillors Mrs Bailes, Cooke (Town Mayor), Harrison, Peat and Robinson and three co-optees (Mr P. Atkinson, Mr A. Beck (Barney Guild) and Ms L. Franklin (Barney Guild)).

**(c) Finance Committee (6 seats)**

Councillors Mrs Bailes, Blissett, Cooke (Town Mayor), Mrs Dixon, Mrs Hamilton and Watson.

**(d) Modernisation Committee (6 seats)**

Councillors Mrs Bailes, Blissett, Cooke (Town Mayor), Peat, Robinson and Watson.

**(e) Planning Committee (4 seats + 1 substitute)**

Councillors Blissett, Mrs Dixon, Harrison and Yarker, Councillor Robinson (substitute) and Town Mayor (Councillor Cooke)(in an ex officio capacity).

**(f) Allotments and Play Areas Working Group (6 seats)**

Councillors Blissett, Mrs Dixon, Mrs Hamilton, Harrison, Robinson and Yarker.

**(g) Editorial Board (5 seats)**

Clerk (G. Bosworth)(Editor), Town Mayor (Councillor Cooke) and one representative from each of the Finance, Modernisation and Planning Committees.

**(h) Floral Competition Working Group (4 seats)**

Councillors Blissett, Mrs Hamilton, Harrison and Yarker.

**(i) Floral and Open Spaces Working Group (6 seats)**

Councillors Mrs Bailes, Blissett, Mrs Hamilton, Harrison, Peat and Watson.

**10. REPRESENTATION ON VARIOUS BODIES 2011/12**

Submitted – A report seeking appointments and nominations in respect of various bodies for the Municipal Year 2011/12. Specific references were made to the likelihood of The Lady Barnard Memorial Fund being wound up in the near future and the addition of the Friends of the Upper Demesnes group to the list of various bodies. It was verbally reported that changes had been made to the administration procedures of the Trustees of Dawsons Cottages.

It was also reported that, whilst it had been understood that all three School Governing Body appointments were subject to reconsideration during the May to July 2011 period, recent correspondence from Durham County Council's School and Governor Support Service had confused the situation.

**Resolved** – (a) That, for the Municipal Year 2011/12, this Council's representatives on the various bodies listed be as follows:-

- |   |                                 |
|---|---------------------------------|
| a. Barney Guild (1)   | Councillor Peat                 |
| b. County Durham Clerks' Co-ordination Group (1)  | Clerk                           |
| c. Friends of the Upper Demesnes (1)  | Councillor Peat                 |
| d. Hall Benefaction (1)   | Town Mayor (Councillor Cooke)   |
| e. Heart of Teesdale Landscape Partnership Steering Group (1)   | Councillor Peat                 |
| f. The Lady Barnard Memorial Fund (2)   | Councillors Blissett and Yarker |
| g. NHS County Durham (County Durham Primary Care Trust) – Rural Ambulance Implementation and Monitoring Group (1) | Councillor Cooke (Town Mayor)   |
| h. Police Consultative Committee (2)  | Councillors Harrison and Watson |
| i. St Mary's Barnard Castle Parish Hall Association (1)   | Councillor Mrs Hamilton         |

- |  |                                    |
|--|------------------------------------|
| j. The Stannard Trust (1)                      | Councillor Yarker                  |
| k. Teesdale Local Councils' Forum (2)          | Councillors Peat and Watson        |
| l. Teesdale Marketing Limited (1)              | Councillor Mrs Hamilton            |
| m. Teesdale Residents and Travellers Forum (1) | Councillor Blissett                |
| n.. Trustees of Dawsons Cottages (2)           | Councillors Hinchcliffe and Yarker |
| o. The Witham Hall Management Committee (1)    | Councillor Mrs Hamilton            |

(b) That Councillor Mrs Hamilton be re-appointed as School Governor at Barnard Castle School.

(c) That clarification be sought from Durham County Council in respect of Town Councillors continuing to be School Governors, including their terms of office.

(d) That clarification be sought in respect of the status of the Trustees of Dawson Cottages following the administration changes.

#### **11. APPOINTMENT OF INTERNAL AUDITOR FOR FINANCIAL YEAR 2011/12**

It was determined at Minute 104(a)/Oct/10 that the Council's Internal Auditor for the financial year 2010/11 should be Mr Gordon Fletcher. A decision in respect of the financial year 2011/12 was sought.

**Resolved** – That Mr Gordon Fletcher be appointed as this Council's Internal Auditor for the financial year 2011/12.

#### **12. APPOINTMENT OF BANKERS FOR FINANCIAL YEAR 2011/12**

It was determined at Minute 12/May/10 that Barclays Bank PLC should be appointed as this Council's Bankers for the financial year 2010/11. A decision was sought in respect of the appointment for the financial year 2011/12.

**Resolved** – That Barclays Bank PLC be appointed as this Council's Bankers for the financial year 2011/12.