

**BARNARD CASTLE TOWN COUNCIL  
ANNUAL COUNCIL MEETING**

**14<sup>TH</sup> MAY, 2012**

**PRESENT:-** Councillor Cooke (the outgoing Town Mayor)(in the Chair for Minute 1 only); Councillor Harrison (Town Mayor)(in the Chair from Minute 2 onwards); Councillors Mrs Bailes, Blissett, Mrs Grady, Mrs Hamilton, Hinchcliffe (Minutes 1 to 5 inclusive), Peat, Robinson, Watson, Wood and Yarker.

**Also in attendance:-** County Councillor J. Rowlandson and 3 members of the public.

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

**1. ELECTION OF TOWN MAYOR FOR MUNICIPAL YEAR 2012/13**

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 Town Mayor for the Municipal Year 2012/13.

Councillor Harrison then made and signed the Declaration of Acceptance of Office. He thanked the Council for his election and reported that his wife, Mrs Pauline Harrison, would be the Town Mayoress and that he hoped to carry out charity fundraising activities during his term of office.

**2. ELECTION OF DEPUTY TOWN MAYOR FOR MUNICIPAL YEAR 2012/13**

Nominations were sought in accordance with the procedures agreed at Minutes 174/Apr/10 and 177(A)/Mar/11. Councillor Watson was proposed but not seconded. Councillor Blissett was proposed and seconded. There were no other nominations.

**Resolved** – That Councillor Blissett be elected Deputy Town Mayor for the Municipal Year 2012/13.

Councillor Blissett 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 2011/12 MAYORAL YEAR (COUNCILLOR COOKE)**

The outgoing Town Mayor (Councillor Cooke) reported verbally on his 2011/12 Mayoral Year, based on the previously circulated list of events which had been attended. He thanked a number of individuals (including the Town Mayoress, Miss Rebecca Abrahams) and the office staff for their support during an enjoyable and worthwhile Year. Discussion ensued.

**Resolved** – (a) That the report be received.

(b) That the cordial thanks of the Council be extended to Councillor Cooke and Miss Abrahams on the manner in which they have conscientiously carried out the roles of Barnard Castle's Town Mayor and Town Mayoress during the Municipal Year 2011/12.

#### **6. STANDING ORDERS – ADOPTION FOR MUNICIPAL YEAR 2012/13**

Submitted – The Town Council's Standing Orders, as previously approved at Minute 6/May/11 and as amended at Minute 213(B)/Apr/12.

**Resolved** – That the Standing Orders, as now submitted, be adopted for the Municipal Year 2012/13.

#### **7. FINANCIAL REGULATIONS – ADOPTION FOR MUNICIPAL YEAR 2012/13**

Submitted – The Town Council's Financial Regulations, as previously approved at Minute 7/May/11.

**Resolved** – That the Financial Regulations, as now submitted, be adopted for the Municipal Year 2012/13.

#### **8. DATES AND TIMES OF COUNCIL MEETINGS DURING MUNICIPAL YEAR 2012/13**

Submitted – A schedule of the dates and times of Council meetings during the Municipal Year 2012/13, as previously approved at Minute 203/Mar/12.

**Resolved** – (a) That the following schedule of Council meetings during the Municipal Year 2012/13 (all Mondays) be confirmed:-

##### **2012**

11<sup>th</sup> June

16<sup>th</sup> July

3<sup>rd</sup> September

15<sup>th</sup> October

3<sup>rd</sup> December

##### **2013**

14<sup>th</sup> January

21<sup>st</sup> January (Budget)

4<sup>th</sup> March

15<sup>th</sup> April

13<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 2012/13**

Submitted – A report seeking the determination of memberships of the Council's various Committees and Working Groups for the Municipal Year 2012/13. Specific references were made to 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 2012/13 be as follows:-

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

Councillors Blissett, Cooke, Watson and Yarker and Town Mayor (Councillor Harrison - in an ex officio capacity).

##### **(b) Christmas Festival Committee (4 Councillor seats + 2 co-opted seats)**

Councillors Mrs Bailes, Cooke, Harrison (Town Mayor) and Peat and two co-optees (Mr P. Atkinson and Mr A. Beck (Barney Guild)).

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

Councillors Mrs Bailes, Blissett, Cooke, Mrs Grady, Mrs Hamilton and Wood and Town Mayor (Councillor Harrison - in an ex officio capacity).

**(NOTE –** As 7 Members were nominated (including Councillor Watson), a secret ballot was held to determine the membership of the Finance Committee.)

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

Councillors Mrs Bailes, Blissett, Cooke, Peat, Robinson and Wood and Town Mayor (Councillor Harrison - in an ex officio capacity).

**(NOTE –** As 7 Members were nominated (including Councillor Watson), a secret ballot was held to determine the membership of the Modernisation Committee.)

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

Councillors Blissett, Harrison (Town Mayor), Robinson and Yarker and Councillor Mrs Grady (substitute).

**(f) Allotments and Play Areas Working Group (5 seats)**

Councillors Blissett, Mrs Hamilton, Harrison (Town Mayor), Robinson and Yarker.

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

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

**(h) Floral Competition Working Group (5 seats)**

Councillors Blissett, Mrs Grady, Mrs Hamilton, Harrison (Town Mayor) and Yarker.

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

Councillors Mrs Bailes, Blissett, Mrs Grady, Harrison (Town Mayor), Peat and Watson.

**10. REPRESENTATION ON VARIOUS BODIES 2012/13**

Submitted – A report seeking appointments and nominations in respect of various bodies for the Municipal Year 2012/13. Specific reference was made to the likelihood of the Hall Benefaction being wound up in the near future and it was suggested, for continuity purposes, that Councillor Cooke, and not the new Town Mayor, should continue as this Council's representative on that body.

**Resolved –** (a) That, for the Municipal Year 2012/13, this Council's representatives on the various bodies listed be as follows:-

- |                                                                                                                   |                  |
|-------------------------------------------------------------------------------------------------------------------|------------------|
| a. Barney Guild (1)                                                                                               | Councillor Peat  |
| b. County Durham and Cleveland Branch of the Society of Local Council Clerks (1)                                  | Clerk            |
| c. Dickens in Teesdale                                                                                            | Clerk            |
| d. Friends of the Upper Demesnes (1)                                                                              | Councillor Peat  |
| e. Hall Benefaction (1)                                                                                           | Councillor Cooke |
| f. NHS County Durham (County Durham Primary Care Trust) – Rural Ambulance Implementation and Monitoring Group (1) | Councillor Cooke |

g. St Mary's Barnard Castle Parish Hall Association (1)	Councillor Mrs Hamilton
h. Small and Medium Local Councils' Forum	Town Mayor (Councillor Harrison) and Clerk
i. The Stannard Trust (1)	Councillor Yarker
j. Teesdale Local Councils' Forum (2)	Councillors Peat and Watson
k. Teesdale Marketing Limited (1)	Councillor Mrs Hamilton
l. Teesdale Residents' and Travellers' Forum (1)	Councillor Blissett
m. Trustees of Dawsons Cottages (2)	Councillors Hinchcliffe and Yarker
n. The Witham Hall Management Committee (1)	Councillor Mrs Hamilton

(b) That Councillor Mrs Hamilton continue as School Governor at Barnard Castle School.

#### **11. APPOINTMENT OF INTERNAL AUDITOR FOR FINANCIAL YEAR 2012/13**

It was determined at Minute 11/May/11 that the Council's Internal Auditor for the financial year 2011/12 should be Mr Gordon Fletcher. A decision in respect of the financial year 2012/13 was sought.

**Resolved** – That Mr Gordon Fletcher be appointed as this Council's Internal Auditor for the financial year 2012/13.

#### **12. APPOINTMENT OF BANKERS FOR FINANCIAL YEAR 2012/13**

It was determined at Minute 12/May/11 that Barclays Bank PLC should be appointed as this Council's Bankers for the financial year 2011/12. A decision in respect of the financial year 2012/13 was sought.

**Resolved** – That Barclays Bank PLC be appointed as this Council's Bankers for the financial year 2012/13.