

**BARNARD CASTLE TOWN COUNCIL
COUNCIL MEETING**

15 APRIL 2013

(NOTE – Prior to the meeting and in accordance with the decision at Minute 186(2)/Mar/09, a 15-minute slot was allocated for public participation. No questions had been raised in advance and 6 members of the public were present during the 15-minute slot.)

PRESENT:- Councillor Harrison (Town Mayor)(in the Chair); Councillors Mrs Bailes, Blissett, Cooke, Mrs Grady, Hinchcliffe (Minutes 144 to 148(4) inclusive), Peat, Watson and Wood.
Also in attendance:- 6 members of the public (Minutes 144 to 153 inclusive).
Officers:- Mr King (Town Clerk) and Mrs Plant (Assistant Clerk).

144a.APOLOGIES:- Councillor Yarker.

144b.ANNOUNCEMENTS

It was reported that Councillors Mrs Bailes and Wood had, following five years' and ten years' service with the Council respectively, had both decided not to stand as candidates for the Town Council in the forthcoming elections and that this was their final Council meeting.

Resolved – That Councillors Mrs Bailes and Wood be thanked for their services to both this Council and the residents of Barnard Castle.

145. 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, 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. Councillor Watson declared a non-pecuniary interest in Minutes 155 and 157 and took no part in the voting thereon.

146. COUNCIL MEETING – 4 MARCH 2013 – MINUTES

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

147. '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 nine items considered at the meeting were as follows:-

(1) Planning Committee Meeting – 4 March 2013 – Minutes

Resolved – That the Minutes be received.

(2) Modernisation Committee Meeting – 18 March 2013 – Minutes

Resolved – That the Minutes be received.

(3) Community Events Working Group Meeting – 20 March 2013 – Notes

Resolved – That the Notes be received.

(4) Finance Committee Meeting – 20 March 2013 – Minutes

Resolved – That the Minutes be received.

(5) Planning Committee Meeting – 25 March 2013 – Minutes

Resolved – That the Minutes be received.

(6) Christmas Festival Committee Meeting – 25 March 2013 – Minutes

Resolved – That the Minutes be received.

(7) Floral and Open Spaces Working Group Meeting – 27 March 2013 – Notes

Resolved – That the Notes be received.

(8) Community Events Working Group Meeting – 8 April 2013 – Notes

Resolved – That the Notes be received.

(9) Town Mayor's Activities

It was reported that, since the last Council meeting on 4 March 2013, the Town Mayor had attended the following:-

6 March	(accompanied by the Town Mayoress (Mrs P. Harrison)) 'Veg out in Barney' presentation (Startforth School)
10 March	(accompanied by the Town Mayoress) TCV Rotters Team's Welcome-Home Party (Co-op, Horsemarket)
15 March	Barnard Castle School's Barnard Run
21 March	(accompanied by the Town Mayoress) High Sheriff's Shrievalty Awards Ceremony for Young Achievers (Durham Castle)

Resolved – That the information be noted.

148. REFERRALS FROM COMMITTEES AND WORKING GROUPS

(1) Modernisation Committee – Review of the Town Council Constitution

Reference was made to the recommendation of the Modernisation Committee at Minutes 20 and 21 of the set of Minutes at sub-section (2) of Minute 147, in respect of the revisions to the Town Council's Standing Orders and Financial Regulations which reflected both the new constitution adopted by Council (Minute 135(1)/Mar/13 refers) and current recommendations of NALC/SLCC and also included issues that had been raised by other Members. These were complemented by role specifications for chairs and members.

Resolved - (a) That the Council adopts the revised Standing Orders as now amended.
(b) That the Council adopts the revised Financial Regulations, as submitted.
(c) That the Council adopts the role specification for chairs, as submitted.
(d) That the Council adopts the role specification for members, as submitted.

(2) Floral and Open Spaces Working Group – Mini Golf - A Journey Through Teesdale

Reference was made to the recommendation of the Floral and Open Spaces Working Group at Note 37 of the set of Notes at sub-section (7) of Minute 147, in respect of three issues that had arisen, namely the design of the numbers to be displayed at the start of each hole, the name of the eighth hole and stone feature and the possibility of a tile dedicated to the late Alan Wilkinson with the wording to be as follows:-

*'In memory of Alan Wilkinson (1927-2013),
noted historian of Barnard Castle, who
introduced mini golf to Scar Top'*

It was confirmed that the approval of Mrs Jean Wilkinson to this wording had been given following the meeting of the working group.

Resolved – (a) That each hole be numbered with a facsimile blue plaque, approximately 100mm in diameter;
(b) That the name of hole eight be 'County Bridge' and not 'Bridging the Tees';
(c) That the course carry a dedication tile to the late Alan Wilkinson, using the words described above.

(3) Floral and Open Spaces Working Group – 2013/14 Floral Displays

Reference was made to the recommendation of the Floral and Open Spaces Working Group at Note 39 of the set of Notes at sub-section (7) of Minute 147, regarding the fact that Durham County Council had recently agreed that this Council could take on the future responsibility of the 3 x 3-tiered black tubs and 4 x black barrel tubs that it had installed in the town a few years ago. It was confirmed that there were sufficient funds in the 2013/14 Floral Displays budget for the County Council tubs to be included in this Council's 2013/14 floral displays.

Resolved – That this Council accepts the future responsibility and includes in its overall floral displays Durham County Council's 3 x 3-tiered black tubs and 4 x black barrel tubs.

(4) Floral and Open Spaces Working Group – Memorial Bench Request

Reference was made to the recommendation of the Floral and Open Spaces Working Group at Note 40 of the set of Notes at sub-section (7) of Minute 147, in respect of the consideration given to a request made to this Council for a memorial bench to be installed in the town and the fact that Durham County Council had offered this Council the opportunity of resiting the old bench from Amen Corner. Whilst it was recognised that there was an ownership issue in respect of the Town's benches, it was acknowledged that progress was being made to improve the current state of the Town's benches. It was confirmed that the bench proposals were acceptable with Durham County Council.

It was acknowledged that should approval be given for this proposal, it would be the first memorial bench to be installed for a number of years and that this might encourage other requests.

Resolved – (a) That the existing bench and the bench from Amen Corner be revamped with the costs shared between this Council (Public Seats earmarked reserve) and the resident requesting the memorial bench.

(b) That the same principle be applied for any future memorial bench requests, i.e. the requester for a memorial bench pays to have an existing bench revamped at a cost of £300, or replacement (if appropriate), and to install an appropriate memorial plaque.

(5) Community Events Working Group – Community Events Programme 2013/14

Reference was made to the recommendation of the Community Events Working Group at Note 10 at sub-section (8) of Minute 147, in respect of proposals for the Town Council's Community Events Programme for 2013/14 and resolved on a programme, including indicative budget allocations within the total events budget of £14,000. It was acknowledged that the Floral Competition was considered to be unviable and would no longer take place.

Resolved – That the following Community Events programme for 2013/14 be adopted, with budget maxima as indicated:

- Mini Golf Opening, 20 July, ~ £1,000;
- Summer weekend concerts on Scar Top (5 off), July-August, ~£2,500;
- Bank Holiday Monday Event, August, (exempt Minute 156 refers);
- 'Proms in the Park' – feasibility still to be explored;
- Remembrance Sunday, November, £500 (plus proposed enhancements);
- Christmas Lights & Grotto, December, £1,500 (plus proposed enhancements) – to be the subject to a detailed planning meeting in April/May;

- Sponsorship opportunities (inc. Witham opening and Meet November Fireworks), based on the residual budget.

149. REPRESENTATION ON OTHER BODIES

Submitted – A report providing updates on some of this Council's representation on other bodies. The two items included in the report were as follows:-

(1) Barney Guild Meetings – 13 March 2013

It was reported that, at the above Guild meeting, issues discussed included the setting up of the new Guild website, charity shops, a regular Guild column in the Teesdale Mercury, Guild officer posts, market research survey, street trading and an Easter town shopping map and trail. It was also confirmed that the Guild were considering a change of name to Barnard Castle Guild.

Resolved – That the information be noted.

(6) Teesdale Local Council's Forum – 6 March 2013

It was reported that, at the above Forum meeting, issues discussed included the provision of dog fouling bags, local council elections and updates were provided in respect of the Heart of Teesdale Landscape Partnership, Teesdale Action Partnership, Smaller Local Council's Forum and the County Durham Plan. Councillor Watson, one of this Council's representatives on the Forum, had also provided an update of the meeting.

Resolved – That the information be noted.

150. SERVICE AND PROJECT UPDATES

Submitted – A report providing an update of this Council's services and current projects. The three items included in the report were as follows:-

(1) Mini Golf – A Journey through Teesdale

Pursuant to Minute 137(1)/Mar/13, it was reported that construction work on the replacement mini golf course was on schedule, including the facts that the setting out of the holes and the installation of kerbing was complete with work currently being carried out on the installation of the Yorkstone sett pathways that link the holes. It was confirmed that the Stonemason had completed two thirds of the detailed carving work and that he would be undertaking the community engagement workshop with students from Teesdale School in the very near future.

Appropriate monthly claims to funding bodies had been completed and submitted by the due date with all submitted claims up to end of February 2013 being settled in full and the recruitment for the additional mini golf attendants was currently taking place.

Resolved – That the information be noted.

(2) Garden of Remembrance

Pursuant to Council Minute 137(2)/Mar/13, it was confirmed the flower bed border replanting had been carried, that the replacement bins were on order and that the new memorial plaque was due to be delivered shortly.

Resolved – That the information be noted.

(3) Big Spring Clean 2013

Pursuant to Minute 135(6)/Mar/13, it was reported that when Durham County Council's Civic Pride team were contacted for the loan of the equipment etc., the request was declined as they were reluctant to loan equipment to a group they knew would be litter picking in areas with heavy/fast traffic and suggested that an alternative location in the town was found. Subsequently, at the Floral and Open Spaces Working Group meeting on 27 March, Members considered an alternative location and decided on a specific date to carry out the litter pick. It was confirmed that a press release and posters had been issued to advertise the event and Members were also encouraged to take part.

Resolved – That, notwithstanding the decision at Council Minute 135(6)/Mar/13, this Council organises a team of volunteers to carry out a litter pick as part of the Big Spring Clean 2013 on 20 April between 10:00am and 12:00 noon on the Demesnes.

151. BARNARD CASTLE VISION

Submitted - A briefing note (written by Mrs A. Ward of the Barnard Castle Vision) providing an update on the Vision's ongoing projects, including The Witham, NeST, the Barney Guild, town centre vacancy rates and the Heart of Teesdale Landscape Partnership.

Resolved – That the information be noted

152. ANNUAL TOWN AND COUNCIL MEETINGS – 13 MAY 2013 – PROCEDURES

Submitted – A report on the formats of the Annual Town and Council meetings scheduled for 13 May 2013, including a number of associated procedures. Members were reminded that a revised Town Council constitution would be implemented from 2013/14 municipal year, commencing at the Annual Council meeting (Minute 135(1)/Mar/13 refers). It was confirmed that short meetings of the Council's four new Committees, primarily to appoint Chairs and Vice-Chairs, would immediately follow the Annual Council meeting.

Specific discussion centered on the previous Council decision in respect of the elections of the Town Mayor and Deputy Town Mayor (Minutes 174(1)/Apr/10, 177/Mar/11 and 222(a)/Apr/12 refers).

Reference was made to the advertising of the main meetings. Members were reminded that the Annual Town Meeting was not a meeting of the Town Council but a meeting of all of the electors from within the Town of Barnard Castle.

Resolved – (a) That, in respect of the elections of the Town Mayor and Deputy Town Mayor, Council Minutes 174(1)/Apr/10, 177/Mar/11 and 222(a)/Apr/12 be rescinded.
(b) That the proposed format and procedures for the conduct of the Annual Town and Council Meetings be adopted for the 2013/14 municipal year.
(c) That the Annual meetings be advertised via noticeboards and the internet.

153. CORPORATE IDENTITY GUIDE

Submitted – Pursuant to Minute 138a/Mar/13, a report outlining a revised logo design incorporating the Town's Coat of Arms and included a Corporate Identity Guide which described the rules governing the use of the logo and the typeface which would form the revised corporate identity. It also illustrated how it would be used in practice.

Resolved - That the Town Council adopts a revised corporate identity, as submitted, and implements this at zero additional cost.

154. EXCLUSION OF PRESS AND PUBLIC (IN RESPECT OF MINUTES 155-157, 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 155 and 157 below on the grounds that they may involve the likely disclosure of exempt information as defined in Parts 1, 3 and 4 of Schedule 12A of the said Act.

155. HIRE OF MEETING ROOMS FOR 2013/14 MUNICIPAL YEAR

Submitted – Pursuant to Minute 112b(6)/Dec/12, a report outlining the proposed hire charges for the use of The Witham as the basis for using its facilities for meetings of the Town Council and its principal committees from its reopening and for the remainder of the 2013/14 municipal year.

Resolved – That the Town Council enters into an agreement with The Witham for room hire on the terms as described for the 2013/14 municipal year.

156. REFERRALS FROM COMMITTEES AND WORKING GROUPS (CONTINUED) Community Events Working Group – Community Events Programme 2013/14

Submitted – A report regarding a further recommendation from the Community Events Working Group in respect of a specific item proposed for the Community Events Programme for 2013/14 (Note 10 at sub-section (8) of Minute 147 refers), i.e. The 'Streets Of Durham' festival. The festival details were outlined, including the facts that the festival was a gathering of international street performers/buskers who would be taking part in the Edinburgh Fringe Festival which ends on the Bank Holiday weekend, that it would take place on August Bank Holiday Monday and was subject to a contractual arrangement being made with Durham County Council, as promoter of the Streets Of Durham Festival.

Resolved – That as part of its Community Events programme for 2013/14 the Town Council contracts with Durham County Council to bring the 'Streets Of' festival to Barnard Castle on August Bank Holiday Monday, as described at a cost of £2,500 plus VAT.

157. STAFF REQUEST TO SERVE ON AN EXTERNAL BODY IN A PERSONAL CAPACITY

Submitted – A report which sought the Council's approval for the incumbent Town Clerk to serve, in a personal capacity, as a director of the Witham Hall Limited.

Resolved – That this Council authorises Mr King to serve in a personal capacity as a director of the Witham Hall Limited, in so much as this neither interferes nor impinges on his duties as Town Clerk.