

INGLEBY BARWICK TOWN COUNCIL

NOTICE IS HEREBY GIVEN THAT AN ORDINARY MEETING
OF
INGLEBY BARWICK TOWN COUNCIL
WILL BE HELD IN
THE SMALL HALL AT INGLEBY BARWICK COMMUNITY HALL,
HARESFIELD WAY, INGLEBY BARWICK
ON
WEDNESDAY 15TH FEBRUARY 2017
COMMENCING AT
7.00 P.M.

PLEASE BE ADVISED: Filming, Photographing or Audio Recording of the Town Council Meeting may take place. The Town Council accepts no liability for any material created by those filming, photographing or recording the meeting.

AGENDA

1. **HOUSEKEEPING** - Announcements, to be noted.

Please Note: The Council has allocated a period of 10 minutes for public participation in the agenda, after this time has elapsed no further public participation will be permitted. The remaining agenda items are to be debated by Councillors only, to which members of the public are cordially invited to observe, with the exception of any item(s) identified as containing exempt or confidential information.

2. **NOTICE OF MEETING** - Public Notice of the meeting has been given in accordance with Schedule 12, para. 10(2) of the Local Government Act 1972.

3. **APOLOGIES FOR ABSENCE** - To receive apologies for absence.

4. **CODE OF CONDUCT** - To consider the following:

- To receive declarations of interests
- To consider any requests for dispensations
- To remind Councillors to update their Register of Interest forms, as and when required (for information only)

5. **MINUTES OF THE ORDINARY MEETING OF THE TOWN COUNCIL HELD ON WEDNESDAY 18TH JANUARY 2017** - After consideration, to approve the Minutes as a true and accurate record; the Chairman to sign the Minutes.

6. **MINUTES OF THE SPECIAL MEETING OF THE TOWN COUNCIL HELD ON WEDNESDAY 1ST FEBRUARY 2017** - After consideration, to approve the Minutes as a true and accurate record; the Chairman to sign the Minutes.

7. **PUBLIC PARTICIPATION** – 10 minutes **maximum** is designated for public participation. A member of the public shall not speak for more than **2** minutes.

Please note: No decisions will be made on any items raised which are not already on the agenda. The Town Council will consider as to whether any items raised be included for consideration/decision on the agenda for the next meeting.

8. **INGLEBY BARWICK ENFORCEMENT SERVICE** – 5 minutes to be designated to receive the monthly update.

9. **CRIME PREVENTION, INGLEBY BARWICK** - To consider the following:

- Service Level Agreement 2017/2018 – To be signed by any two Councillors and witnessed by the Clerk
- Enforcement Service - Statistics from Stockton Borough Council
- Visit to Security Centre – Attendees, date and time

10. **PROPOSED COMMUNITY CENTRE, THE RINGS** - To consider the following:

- Matters requiring consideration and agreement following discussions with Kinsler Partners and the Architect
- Kinsler Appointment Particulars – Final version, if available for the meeting, to be signed by any two Councillors and witnessed by the Clerk
- Elder Lester McGregor Architects – Agreement for Appointment, to consider the draft and any comments raised by Archers Law Solicitors
- To consider the fixed price quote for VAT advice from The Parkinson Partnership. If agreed, Letter of Engagement to be signed by any two Councillors and witnessed by the Clerk
- To consider the update on costings provided by Archers Law Solicitors
- To consider the information to be made publicly available on the Town Council's proposed intention to apply for borrowing approval from the Secretary of State for a Loan
- To agree representation at the Public Meeting to be held on Saturday 25th February 2017, in the Community Hall, Beckfields, 12 noon – 4 pm

11. **MATTERS ARISING AND UPDATES** - From the Minutes of the Town Council.
(for information purposes only)

- Defibrillator
- Christmas Tree fencing
- Gossip Article

12. **GYMMAD** – To consider the following:
- Grant Allocated in November 2016 for £ 2,000
 - To give consideration to the verbal ‘agreement in principle’ given for a letter of support, requested by GymMad under public participation at the Town Council meeting on Wednesday 18th January 2017.
13. **FINANCE:**
- (a) Current Balance Sheet
 - (b) Accounts due for Payment
 - (c) Additional cheque signatories
 - (d) Software for converting PDF’s to Word
 - (e) Office Safe
14. **TOWN COUNCIL POLICIES AND PROCEDURES** – To consider the following:
- Standing Orders – To consider the time allocated for Public Participation at Town Council meetings (**For general discussion only in advance of reviewing the Town Council’s Standing Orders in May 2017**)
 - Draft Communications Policy
 - Draft Press & Media Policy
 - Draft Social Media Policy
15. **PLANNING APPLICATIONS:**
- (a) **Planning Applications** - Registered with Stockton Council in January 2017.
- (b) **Planning Applications** - Stockton Council Delegated Decisions in January 2017.
16. **CLERKS REPORT** – To note the Clerks report, updates and supporting information in respect of agenda items.
17. **CORRESPONDENCE** - To note and consider any correspondence received.
18. **TO RECEIVE ANY ITEMS FOR INFORMATION PURPOSES ONLY.**
19. **DETAILS OF THE MARCH 2017 MEETING OF THE TOWN COUNCIL** – Wednesday 15th March 2017 in the Small Hall, Ingleby Barwick Community Hall, Haresfield Way, Ingleby Barwick, commencing at 7.00 p.m.
20. **EXCLUSION OF THE PRESS AND PUBLIC DURING CONSIDERATION OF THE FOLLOWING ITEM OF BUSINESS** - Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press be excluded from the meeting during consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

21. STAFFING MATTERS – To receive an update and consider any matters.

Paula Hall

Paula M. Hall,
Town Clerk,
Ingleby Barwick Town Council.

Members of the Public Rights to Attend this Meeting

With the exception of any item identified above as containing exempt or confidential information under the Public Bodies (Admission to Meetings) Act 1960, members of the public are entitled to attend this meeting and/or have the access to the agenda.

Public Participation The Town Council has a designated period of 10 minutes on the Agenda for public participation. A member of the public shall not speak for more than 2 minutes which must be observed to ensure that meetings run efficiently. You may not speak at any other time, or be involved in the debate.

Persons wishing to obtain any further information on this meeting, including the opportunities available for a member of the public to speak at the meeting; or for details of access to the meeting for people with disabilities, please Contact Paula Hall tel: (01642) 308665 or email: town.clerk@inglebybarwicktowncouncil.org.uk