

MINUTES
OF THE
ORDINARY MEETING
OF
INGLEBY BARWICK TOWN COUNCIL
HELD ON
WEDNESDAY 21ST SEPTEMBER
2016
AT
INGLEBY BARWICK COMMUNITY HALL
HARESFIELD WAY
INGLEBY BARWICK

Community Hall Management - Represents the Town Council on the
Committee Committee

Councillor Ted Strike declared a personal/non-prejudicial interest in the following:

'Bake Off' Competition Member of the Working Group

Ingleby Barwick Community Partnership Chairman of the Group

Councillor Cheryl Thomas declared a personal/non-prejudicial interest in the following:

Agenda Item No. 26 **Proposed Community Centre**
Member of the Working Group

(b) To consider any requests for dispensations

No requests for dispensations had been received.

(c) Register of interest forms A & B - To remind Councillors to update their forms, as and when required (for information only)

91.16-17 MINUTES OF THE FOLLOWING MEETINGS:

- Special Meeting of the Town Council held on 27th January 2016
- Minutes of the Ordinary Meeting of the Town Council held on 17th February 2016
- Minutes of the Ordinary Meeting of the Town Council held on 16th March 2016
- Minutes of the Ordinary Meeting of the Town Council held on 20th April 2016

Minutes of the Annual Meeting of the Town Council held on 26th May 2016 **(Approved on 29th June 2016) For confirmation only**

- Minutes of the Ordinary Meeting of the Town Council held on 29th June 2016 **(Approved on 20th July 2016) For confirmation only**
- Minutes of the Ordinary Meeting of the Town Council held on 20th July 2016
- Minutes of the Extraordinary Meeting of the Town Council held on 10th August 2016

IT WAS RESOLVED that the minutes be accepted as a true and

Chairman.....
Wednesday 18th January 2017

accurate record. The Chairman to sign the minutes accordingly

- 92.16-17 INGLEBY BARWICK NEIGHBOURHOOD POLICE TEAM – 5 minutes** to be designated to receive the monthly update.

There was no representative at the meeting.

- 93.16-17 INGLEBY BARWICK ENFORCEMENT SERVICE – 5 minutes** to be designated for receipt of the monthly update.

Enforcement Officer Helen Dobson provided an overview of incidents which had been dealt with or were continuing to be dealt with. The statistics for the past three months were referred.

Reference was made to Greenside and Beckfields shopping areas and various locations.

An update was provided including incidents at Greenside and Beckfields shopping areas, Tesco recycle bins and several residential locations.

It was noted that youths had been stone throwing at the underpass near Tesco which would be followed up by Enforcement.

Helen was thanked for attending and left the meeting.

- 94.16-17 CRIME PREVENTION/INGLEBY BARWICK ENFORCEMENT SERVICE - WORKING GROUP - To receive statistics from Stockton Borough Council.**

Reference was made to the information provided by SBC in respect of the number of calls from the public/businesses to enforcement as well as the number of self generated attendances over the last twelve months.

It was noted that the figure in the number of calls/requests for service received may not be reflective of the number of actions carried out by the Officers in this area as they may complete multiple actions when attending and dealing with one call/service request.'

A general discussion took place.

It was agreed that the Working Group consider the information and report back to the town council in due course.

- 95.16-17 PUBLIC PARTICIPATION - Limited to 10 minutes.**

Cllr Sally Ann Watson arrived to the meeting at this time.

A member of the public stated that he had attended Bannatynes to see

Chairman.....
Wednesday 18th January 2017

plans of the proposed Sports Complex and thought them very favourable.

96.16-17 MATTERS ARISING AND UPDATES - From the Minutes of the Town Council Meetings

(a) Defibrillator – The councillors had agreed that this would be purchased.

Town Council

At the Town Council Meeting on 15th July, it was agreed that given the information provided on the cost, instalments etc. purchasing the defibrillator independently would be the best option.

Ingleby Barwick Community Hall

Awareness raising sessions need to be organised within the community. Maybe able to utilise groups such as Youth Direction, Army Cadets and St John Ambulance.

(b) Planted Half Barrels - Insurance Claim

Claim approved but not progressed to date due to on-going ground work in the area. Our claim would be for £400, with an excess of £100, so net £300.

There was some question as to whether extra security would be advisable, for example having the barrels bolted to the ground.

(c) I.B. Community Hall, Bicycle Stands

Weather permitting, work on their installation would commence during the week beginning 10th October. However, an important caveat is that the Community Hall Committee would be liable if an accident occurred or an injury was sustained as a result of stand usage by the public.

It was noted S.B.C. have now provided a cost for siting the three no. stands on the pavement which includes lifting and relaying the flags. The cost of the works would be £969.20 + VAT.

(d) Town Council Meeting Dates confirmed as:

- Wednesday 19th October
- Wed 16th November
- Wednesday 14th December
- Wednesday 18th January 2017
- Wednesday 1st February 2017 - Special Meeting to set budget for 2017/2018
- Wednesday 15th February 2017

Chairman.....
Wednesday 18th January 2017

- Wednesday 15th March 2017
- Wednesday 19th April 2017
- Wednesday 17th May - Annual Meeting of the Town Council

Annual Parish Meeting 2017 - Wednesday 10th May 2017 at 7.00pm

(e) Town Council Bench in East Ward

Cllr S A Watson had e-mailed Persimmon and established that, although the land was still in their ownership, it was actually being maintained by SBC.

The bench was still in storage with SBC and although a base, at a cost of £325, would also be needed, the Town Council agreed that the work should go ahead.

(f) Provision for the Youth of I.B./Youth Town Council

Cllr Megan Patterson said that the original plan was to liaise with All Saints and Cllr J L Emmerson now has a new contact within that school. He suggested that the organisation could perhaps be advertised in Gossip Magazine and would be suitable for pupils of Year 9 and upwards.

Cllr Mitchell suggested that it might be useful to cast the net out wider to include Conyers and Egglecliffe Schools where more youngsters are taking an interest in Politics.

(g) Report back from Training Event 8/9/16 “Your Council, Your Finances, Your Responsibility”

Four people from IBTC, including the Chairman and the Clerk, attended the course, which was held at Shotton Old Hall, Peterlee. All of them found the information to be useful especially that about VAT and sources of funding for particular projects.

The attendees have given feedback to councillors and copies of the slides provided.

Major topics covered by the presenter were:

VAT, Procurement and Contracts Finder

97.16-17 WAR MEMORIAL, INGLEBY BARWICK.

(a) Approval of the Licence Agreement which includes the ornamental railings. The Licence to be signed by the Chairman and Vice Chairman

**Chairman.....
Wednesday 18th January 2017**

IT WAS RESOLVED that the licence agreement be approved and duly signed by the Chairman.

(b) Progression of installation of the ornamental railings

It was agreed that the concrete foundations for the railings would be funded by IBTC. The Clerk was given approval to progress the matter with SBC.

98.16-17 WELCOME SIGNS AND ENHANCEMENT OF THE ENTRANCES INTO INGLEBY BARWICK.

SBC officers are working on the new traffic orders and Cllr Ross Patterson is expected to report on progress at the next meeting.

99.16-17 LAND ADJACENT TO TESCO, INGLEBY BARWICK.

A sizeable plot of land immediately to the east of Tesco is currently of interest to several parties.

A discussion took place and culminated in the suggestion that we find out what residents think about the prospect of having a B & M store in Ingleby Barwick.

100.16-17 PROVISION OF SKATE PARK/BMX TRACK.

Cllr. Megan Patterson said that I B youngsters generally felt that there was little for the older children (15 to 17 year olds) to do and that the above may well be of interest. However, it seems that a Skate Park does not feature on an immediate timetable. There was a suggestion that B & M, were their plans to come to fruition, might be willing to assist financially with the development of a skate park and perhaps contribute towards an associated £1.2m road improvement scheme.

Preston Park already has a skate park & although not near residential housing, does experience some anti-social behaviour. Therefore, it would be wise to put an I B equivalent in a location where access could be controlled and regulated.

101.16-17 USE OF OPEN SPACE ADJACENT TO I.B. COMMUNITY CENTRE, BECKFIELDS.

Enquiries made with S.B.C.

S.B.C. have advised that the land has a restriction that means it must remain as open space and cannot be built on. Holding a temporary event would not breach these covenants if the nature of the event is recreational. For such an event to be progressed an Event Application

Form needs to be completed, a Risk Assessment undertaken, and a copy of public liability insurance displayed.

An event may also have to be approved by ISAG.

102.16-17 'BAKE OFF' COMPETITION 2016 - Sunday 20th November

Venues Available to Book:

All Saints Academy: Sports Hall available from 10 am. Main Hall available from 1 pm

Ingleby Barwick Community Hall: Large and small halls as well as kitchen available at present from 1 pm. Dates getting booked up very quickly

Financial Budget:

Cllr Strike favoured the Community Hall on the basis of lower cost and better facilities.

103.16-17 CHRISTMAS TREE, INGLEBY BARWICK - To consider the following:

Locations for the planting of 'living Christmas trees'

Check with SBC

The tree is currently "dug up", but a new one will be installed in due course. Possible locations could be Lowfields, Beckfields, Penyghent, or Grassington Green. The Roundhill site, although less suitable, is close to an electricity supply.

Storage of existing Christmas tree

While with Richardson's at present, other options are available. For example, Cllr Strike mentioned that InBond would "deep store" the tree at Portrack Lane for a fee of £25 going in and £25 coming out.

Base/electricity supply to existing Christmas tree

The supply scheme is thought to be substantially in hand and involves co-operation between Lumsden & Carroll and B T. SBC would be able to tell us when the site chosen for the tree will be ready.

104.16-17 TOWN COUNCIL OFFICE. 'Appointment Only'.

IT WAS RESOLVED that persons wishing to see the Clerk would be admitted only after arranging a pre-booked appointment.

Chairman.....
Wednesday 18th January 2017

105.16-17 FINANCE:**(a) Current Balance Sheet.**

IT WAS RESOLVED that the current balance be noted.

(b) Accounts due for Payment

IT WAS RESOLVED that the accounts be approved.

(c) Annual Return for the year ended 31st March 2016

Although the full document had not yet been signed off by BDO and returned to us, they had confirmed that the accounts for 2016 - 17 were fully in order. However, due to a late submission, only a qualified audit had been issued.

(d) Requests for Financial Assistance**Ingleby Barwick Community Partnership (Grant)**

At this point, Cllr Strike left the room.

IT WAS RESOLVED that a grant of £800 for the Ingleby Barwick Community Partnership be approved

Upon his return, Cllr Strike thanked the Council for their valuable co-operation.

Marie Curie (Donation)

The Clerk had received a general letter requesting that the Council make a donation to the Foundation. This was discussed. It was pointed out that money raised from the "Bake Off" goes to "Children In Need". The request was declined.

(e) Office Furniture, Purchase of Desk and Chair

Members gave consideration to the proposal to purchase new furniture for the town council office.

It was noted that with an expansion in office staff envisaged, Cllr Barnes and the Clerk had visited Staples and selected a black chair plus a desk at a cost of £300.

IT WAS RESOLVED that £300 be allocated to purchase furniture for the office

(f) Voice Tracer Meeting Recorder

Members gave consideration to the purchase of a voice tracer meeting recorder for council meetings. Details and cost were supplied.

IT WAS RESOLVED to proceed with the purchase.

106.16-17 PLANNING APPLICATIONS:

(a) Planning Applications - Registered with Stockton-on-Tees Borough Council in July, August and Part September 2016.

Concern was expressed about Application No.16/1966/FUL,

A two-storey extension at a large house in Rothbury Close which, after the installation of vertical windows and roof lights would thus become overbearing and cause loss of privacy for neighbours.

An application for a conservatory at the rear of 14 Petworth Cescent would greatly increase the habitable area of the house.

(b) Planning Applications - Stockton-on-Tees Borough Council Delegated Decisions in July, August and Part September 2016.

In August, an application for 5 new dwellings on land at Meadowbrook was approved with conditions

A Tesco application was also approved with conditions, Tesco management had given assurances that CCTV will be included.

107.16-17 COMMUNITY COMMUNICATION - To give consideration to the following:

Communication Article in the Gossip Magazine

Cllr's Emmerson, Patterson and Strike had provided a rough draft for articles/items to occupy the centre pages.

After some attention by the Clerk, the new draft came in A3 format and should be issued tomorrow with a copy deadline of three weeks. Delivery to households would be by Famous Flyers.

Facebook Page

This was deferred to a future meeting.

108.16-17 CORRESPONDENCE - To receive and consider any correspondence received.

The items of correspondence were noted.

109.16-17 TO RECEIVE ITEMS FOR INFORMATION AND CONSIDERATION

Chairman.....
Wednesday 18th January 2017

FOR THE NEXT AGENDA - To consider the matter.

To be sent through to the clerk by email.

110.16-17 DATE OF OCTOBER 2016 ORDINARY MEETING OF THE TOWN COUNCIL.

This was agreed as Wednesday 19th October 2016.

111.16-17 EXCLUSION OF THE PRESS AND PUBLIC DURING CONSIDERATION OF THE FOLLOWING ITEMS OF BUSINESS -

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

112.16-17 PROPOSED COMMUNITY CENTRE, THE RINGS.

Quotations for architectural services were discussed.

Cllr Thomas suggested that the town council approach construction firm TOLLENT for a quote and to show them details of what is required.

Accordingly, it was agreed that the Clerk & Chairman pay them a visit at their premises.

113.16-17 TO CONSIDER QUOTATIONS/COSTINGS IN RESPECT OF COMPUTER EQUIPMENT UPGRADE FOR OFFICE.

Three quotations were obtained and considered.

IT WAS RESOLVED that the town council agreed that a new computer system be purchased from Cornerstone Business Solutions

114.16-17 TO CONSIDER STAFFING MATTERS

Item to be deferred to a future meeting.

The Chairman thanked members for their attendance and closed the meeting at 9.35 p m.

Chairman.....
Wednesday 18th January 2017

Chairman.....
Wednesday 18th January 2017