

TOW LAW TOWN COUNCIL

Minutes of the Tow Law Town Council meeting held on 15<sup>th</sup> June 2021 in the Community Centre, commencing at 6.30pm.

PRESENT: Councillors P. Stokes (Chair), J. Fowler, E Mather and F. Nicol.

ALSO PRESENT: County Councillor R. Manchester, PCSO C. Davison (Durham Police) and G F Smith (Clerk), also Trevor Ball, Marion Craggs and Paul Eastwood (candidates) and Jenny Mountain (Hilltops Community Projects).

076/21 Apologies

Councillors C. Batson, T. Batson and K. Geraghty-Shewan and Mo Dyer (candidate).

077/21 Declaration of Acceptance of Office of Councillor

Councillor C. Batson was absent (unable to complete form).

078/21 Declaration of Interests

Councillors Stokes, Nicol and Mather declared an interest in agenda item No. 9 Community Fund.

Councillors Stokes and Nicol declared an interest in agenda item No. 15 Tow Law Community Association.

079/21 Approval of Minutes of the Annual Meeting of Electors held on 18<sup>th</sup> May 2021.

Minutes approved and signed by the Chairman.

080/21 Approval of the Minutes of the Annual General Meeting held on 18<sup>th</sup> May 2021.

Minutes approved and signed by the Chairman.

081/21 Approval of the Ordinary meeting held on 18<sup>th</sup> May 2021.

Minutes approved and signed by the Chairman.

082/21 Matters Arising

- Notice Board at North Point – Members agreed for the door to be repaired.
- Action Sheets – Councillor Nicol recommended that Action Sheets to be included with the Minutes, this was agreed by Members.

Signed.....Chairman

083/21 Interviews for Councillor Vacancies

Members agreed to interview the following applicants for the vacant positions of Councillors:-

Trevor Ball, 8 Millennium Court,

Marion Craggs, 50 High Street,

Paul Eastwood, 123B Dan's Castle.

Members agreed to offer the above three candidates the vacant positions of Councillor.

The candidates accepted the offers, signed the Declaration of Office of Councillor form countersigned by the Proper Officer (Clerk).

**THE Councillors took their places in the Council Chamber and signed the DCC Declaration of Interests Form.**

Members also agreed to interview Mo Dyer, 32 Wolsingham Road, at the next Town Council meeting (20<sup>th</sup> July).

084/21 Community Fund

Jenny Mountain (Hilltops Community Projects) presented an application for the Green Man Project to put up plaques so they are shown to best advantage and that it is safely and efficiently done throughout the community, working with the artist Abigail Lagden.

Members agreed to donate £250.00 for the Community Fund towards this project.

085/21 Annual Return for the year ended 31<sup>st</sup> March 2021.

Members agreed to approve the following documents:-

A)Section One – Annual Governance Statement 2021/21

Answering YES to questions 1 to 8, answering NOT APPLICABLE to question 9.

Signed.....Chairman

B)Section Two – Accounting Statements 2021

Details	£
Balance B /F	9877
Precept	35342
Other Receipts	8079
Staff Costs	16828
Loan Repayments	nil
Other Payments	11278
Balance C/F	25192
Total value of cash	25192
Total Fixed Assets	49316
Total borrowings	nil
Question Eleven	NO

C)Annual Internal Audit Report

The Internal Auditor answered YES to questions A to J and M and N. Not Covered to questions K and L and NO to Trust Fund. No other risks identified.

085/21 Grass Cutting Contract

The Clerk reported that the contract had been awarded to PHG Maintenance, Tow Law.

086/21 Application for a Premises Licence- Looking Glass House, High Street, Tow Law

The Chairman updated the meeting on communications he had with DCC. Members agreed to await for any further developments.

087/21 Allotments

Councillors Craggs and Mather to meet with the Clerk prior to the next Town Council meeting to progress with the site surveys etc.

They will also meet with the contractor regarding the trench works for the water supply and report to the next Town Council meeting.

Signed.....Chairman

088/21 Land Rear of High Street, Tow Law

The Chairman and Clerk to progress the full planning consent form and funding arrangements.

089/21 Tow Law Community Association

The Centre is working towards fully opening within the Covid Regulations on 19<sup>th</sup> July 2021.

090/21 Police Report

PCSO Chris Davison introduced himself to the Members and gave a brief report on Police action in the Tow Law area. He would try to attend Town Council meetings subject to off-duty and staffing availability.

091/21 Speed Watch Report

No report since the last Town Council meeting.

092/21 County Councillor's Report

Councillor Manchester reported on the following:-

- Bus Stop repair )Dan's Castle)
- Replacement Rubbish Bins
- Emptying of rubbish bin at Dan's Castle Cemetery

093/21 Chairman's Report

The Chairman reported on the following:

- Beacon light (first night of Platinum Jubilee Event ) – Piper
- Picnic on Millennium Green (5/6<sup>th</sup> June)
- Bunting (Community Centre)

094/21 Bank Account (on-line banking)

The Clerk had an appointment with the Co-operative Bank PLC

095/21 Planning Matters

A)Planning Applications

DM/21/01955/FPA by Mr M Jones for erection of Garden Room, and erection of ancillary garage at Helme Park View, Bridge Street, Tow Law

DECISION – No comments.

Signed.....Chairman

B)Neighbourhood Planning – No updates

096/21 Accounts for payment

A)Vouchers 16 to 23 amounting to £3631.64; to be paid.

B) Expenditure Report 1<sup>st</sup> April to 30<sup>th</sup> June 2021.

Total £11628.63; details to be sent to all Councillors by e-mail.

097/21 Tow Law Millennium Green

Members agreed for the Chairman to arrange for 2 “No Dogs” signs.

Bin/Bottle Bank (Councillor Nicol); Councillor Manchester to check with DCC officers and report to the next Town Council meeting.

098/21 Bee Hive Coke Ovens Site No update

099/21 Flower Tubs

The Clerk reported that PHG Maintenance, Tow Law would tidy-up the sites and supply new plants at a cost of £100.00, Members agreed this action.

100/21 Play Areas in Tow Law

Councillor Manchester to meet with officers of DCC and report to the next Town Council meeting.

101/21 Platinum Jubilee Event Discussed in Chairman’s report.

102/21 Clerk’s Report

- Members agreed to incorporate the Code of Conduct for Members of County Council of Durham. The Code to be placed on the Town Council’s web site. All Members to receive a copy of the document.
- The Clerk read out an e-mail fro Louise Tomlinson, Follow George to provide outdoor nature activities for children. (Louise to attend the next Town Council meeting).

103/21 Members Reports

Councillor Business cards (Councillor Nicol), Clerk to make the necessary arrangements.

104/21 Date of next meeting

Tuesday 20<sup>th</sup> July 2021, commencing at 6.30pm in the Community Centre.

Signed.....Chairman

PRIVATE

105/21 Clerk's Pay Award

Members agreed for the Clerk to receive a pay award of 2.75% as from 1<sup>st</sup> April 2020 (National Agreement)

106/21 Clerk's Contract of Employment

Members agreed for the Clerk to be re-issued with an up to date Contract of Employment (22 hours per week, salary point 29; Clerk to work on Tuesday, Wednesday and Thursday afternoons in the Community Centre, balance of hours to be worked at home/and or office).

The meeting finished at 9.00pm.