

TOW LAW TOWN COUNCIL

Minutes of the Annual General Meeting of **Tow Law Town Council** held on Tuesday **17th May 2011** in the Community Centre commencing at **6.34pm**

Present: Councillors P Graham (Chairman), T. Batson, A. Blacker, L. Brown, J. Gale, A. Green, R. Grogan, C Hayton, W. Railton, L. Rowland

Also Present: County Councillor J. Bailey and G F Smith (Clerk)

Apologies: Councillor L Taylor

AGM 01/11 Election of Chairman

Councillors Graham and Green were nominated and seconded for the Office of Chairman. A vote took place (by show of hands), the result was Councillor Graham 6 votes and Councillor Green 4 votes. Councillor Graham was therefore elected as Chairman for the year 2011/12.

AGM 02/11 Declaration of Office

Councillor Graham signed the Declaration of Acceptance of Office of Chairman for Tow Law Town Council, witnessed by the Clerk (G F Smith) and observed by the Councillors present at the meeting.

Councillor Graham in the Chair

AGM 03/11 Declaration of Interest

None Received

AGM 04/11 Election of Vice Chairman

Councillor Gale and Green were nominated and seconded for the Office of Vice-Chairman. A vote took place (by show of hands). The result was Councillor Gale 4 votes and Councillor Green 6 votes. Councillor Green was therefore elected as Vice Chair for the year 2011/12.

AGM 05/11 Police Report

A report for April was circulated at the meeting. Councillor Grogan requested more details/information on the drug offence (Clerk to contact the Police).

AGM 06/11 Representation by Residents

None present.

AGM 07/11 Minutes of the meeting held on 19th April 2011

Minutes agreed as a true record and signed by the Chairman

AGM 08/11 Matters Arising

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Matters Arising (062/11)

3 year plan

Work on the plan is ongoing, Clerk to update at the next Town Council meeting.

County Councillor s Report (065/11)

d)106 allocation (meeting with Steven Reed, DCC)

Councillor Bailey to make the necessary arrangements and contact the Clerk to confirm meeting dates (Special Town Council Meeting).

Signed by the Chairman.....Page 1

e)Car Park Area – scale drawings required

Clerk to email Councillor Bailey with contact details at the County Council.

Councillor Bailey to chase this matter up and let the Clerk know the outcome of his enquires.

Members Reports (175/10)

Localism Bill (Councillor Batson)

Setting up a Partnership Committee

Clerk had spoken to Jenny Flynn/Jenny Mountain regarding access to files etc, Clerk to report to the next Town Council meeting.

Planning Matters (026/11)

Planning application by McInerney Homes

No further update, Clerk to contact the Planning Officer at DCC (Sinead Turnbull).

Members reports (035/11)

b)CDALC – feedback on meetings (Councillor Grogan)

Councillor Grogan raised a number of concerns on the minutes of the CDALC Executive Committee meetings held on 8th December 2010 and 2nd March 2011. Councillor Batson and Graham responded to the comments.

The Clerk informed the meeting that copies of the minutes are available for any member to inspect and in future, minutes of the Executive meetings (CDALC) will be placed on the next appropriate agenda for information.

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Members Reports (035/11)

e)Smith Street/Wolsingham Road (Councillor Rowland)

Entrance feature

Clerk to chase this matter up with DCC (and Councillor Rowland) and report any progress to the next Town Council meeting.

f)Bridge Street (Councillor Rowland)

Entrance Feature

Clerk to chase this matter up with DCC (and Councillor Rowland) and report any progress to the next Town Council meeting.

g)Cemetery at Dan's Castle (Councillor Rowland)

Inspection of area is required, Clerk to report any progress to the next Town Council meeting.

i)BMX Track – Drainage problem (Councillor Rowland)

Clerk to contact AAP Co-ordinator and report to the next Town Council meeting.

j)Meeting of the Allotment Committee (Councillor Blacker)

Meeting scheduled for 16th May was cancelled, to be re-scheduled (8th June)

Chairman's Report (055/11)

CRB Checks

No further details to report, Clerk to contact Steve Ragg (CDALC) and report any progress to the next Town Council meeting.

Clerk's Report 056/11

a)DCC – response regarding Grot Spot Campaign (3 Towns AAP)

No Response, Clerk to chase this matter up (reminder letter) and contact Councillor Bailey if he receives no replies to the reminders (DCC and AAP)

Members Reports (057/11)

b)Property details by local Estate Agent (Reeds Raine)

Further property details have recently been published with incorrect school details. Clerk to write again to the Estate Agent pointing out the errors.

Trex Gymnasium (072/11)

Joint Steering Group

Meeting to be held in June (date to be arranged)

Millennium Green Trust (074/11)

Checking of equipment still outstanding, Councillor Gale to contact Stephen Moralee

Page 3**Chairman's Report (076/11)**

Councillor Vacancy

The Clerk was awaiting details from DCC, Clerk to inform all Councillors when the vacancy is advertised.

Meeting with Mr Bob Alders ("no to Wolds Wind Farm")

Item to be discussed at the meeting (agenda item no 22 – Chairman's report)

AGM 09/11 County Councillors Report

County Councillor Bailey reported:-

- a) DCC Committee reports hand to the Clerk
- b) Leisure Centre at Crook
- c) Participatory Budget event (11th May 2011)
- d) 106 Allocations (DCC)

AGM 10/11 Cheque Signatories

Members agreed to continue with the present arrangements with the Co-operative Bank PLC (cheque signatories Councillor Batson, Gale and Graham – any two from three)

AGM 11/11 Committee Membership

Members agreed to continue with the present Committee structure but include the following amendments:-

Finance and General Purposes Committee to include Councillor Hayton

Allotment Committee to include Councillor Railton

Planning Portfolio to include Councillor Railton

AGM 12/11 Representatives to Outside Bodies

Members agreed to the following:-

Community Association (Councillor Gale)

County Durham Association of Local Councils (Councillor Batson and Graham)

AGM 13/11 Standing Orders

Members agreed to make no amendments to Standing Orders, copy to be placed in the Audit file and the Council's web site.

AGM 14/11 Financial Regulations

Members agreed to make no amendments to Financial Regulations, copy to be placed in the Audit file and the Council's web site.

AGM 15/11 Trex Gymnasium

A meeting with DCC regarding management of the facility is arranged for Wednesday 18th May 2011 at 2pm in the Community Centre. Councillors Gale, Graham, Grogan, Green and Rowland to attend.

AGM 16/11 Millennium Green

Inspection of equipment is still outstanding (Councillor Gale to arrange)

AGM 17/11 Area Action Partnership

The next AAP Board meeting is on Thursday 26th May 2011 in the Civic Centre, Crook commencing at 6.00pm.

AGM 18/11 Planning Matters

None to be discussed

AGM 19/11 Accounts for payment

That approval be given for the payment of vouchers 8 to 15 in the sum of £2156.91.
Schedule attached to these minutes.

AGM 20/11 Unaudited statement of accounts for the year ended 31st March 2011

Members noted the report, Income £54083.10, Expenditure £44272.51 and Bank Balance £9875.59 (less unrepresented cheque £65.00) = £9810.59.

A copy of the report will be part of the Town Council's Annual Report 2010/11

AGM 21/11 Chairman's Report

The Chairman had received details of the proposed meeting with "no to Wolds Wind Farm" group for Saturday 18th June 2011. This date was not convenient for the Chairman. Members agreed for the Clerk to contact Mr Bob Alders to see if they had an alternative date, if not, it was agreed to go ahead with the proposed date. Clerk to inform all Councillors of the arrangements.

AGM 22/11 Clerk's Report

The Clerk reported on the following:-

- a) N-Power Community Fund balance as at 31st March 2011 was £1179.00
- b) Funding Application from the N-Power Community Fund
- i) Christine Emmerson – contribution towards cost of level 3 Youth work course
- ii) Marie Appleby, Donna Hind, Michael Suddes and Jake Brennen – contribution towards cost of Level 1 youth work course.

Members agreed to refer the above two applications to the Finance & General Purposes committee for further discussion.

AGM 23/11 Members Report

1) Councillor **Green** reported on the following:-

- i) PACT Meeting Priorities
- ii) Provision of Dog Fouling bags (£57.85/for 4000)

A vote took place on should the Council purchase the bags and issue them to dog owners free of charge, for 5 votes against 5 votes.

The Chairman used the casting vote and proposed that the Council (and County Councillor Bailey) obtain more details from the environment team at DCC and place this item on the Agenda for the next Town Council meeting.

2) Councillor **Rowland** reported on the following:-

- i) Proposed extension to the doctors surgery
more details are required (Clerk/Assistant Clerk to check this out and report to the next Town Council meeting).
- ii) MP Surgeries in Tow Law
Clerk to obtain the dates and report to the next Town Council meeting.

3) Councillor **Hayton** reported on the following:-

- i) seat at Thornley Road
- ii) Drop Kerb in High Street
- iii) State of Land (Flooding) at the Cemetery, Thornley Road

4)Councillor **Gale** reported on the following:-

i) Winter Maintenance/Road Gritting (article in Wear Valley Mercury)

Members agreed to invite County Councillor Bob Young (portfolio holder)

To ask him for clarification on the article and also express the concerns that many Councillors have on this matter (Clerk to send a letter, County Councillor Bailey to also contact County Councillor Young.

AGM 24/11 Date of next meeting

The next meeting of Tow Law Town Council will be held on Tuesday 21st June 2011 commencing at 6.30pm in the Community Centre.

The Meeting finished at 7.45pm

Signed by the Chairman.....Page 5