

## **Minutes of the Annual Town Council Meeting, 7.00pm, Tuesday 16<sup>th</sup> May 2023 at The Community Hub, The Rings, Ingleby Barwick**

**Present:** Cllrs Barnes, Fryer, Irwin, Rutland, Strike, and Watson.

**In attendance** – J McGeeney Town Clerk and J Stevely, Admin Assistant.

**Also in attendance** – 4 members of the public

- 1. Election of the Chairman** - Cllr Strike nominated Cllr Irwin for the position of Chairman - SECONDED by Cllr Rutland. RESOLVED Cllr James Irwin is Chairman of Ingleby Barwick Town Council for the Year 2023/24.
- 2. Election of the Vice Chairman** - Cllr Strike nominated Cllr Watson, SECONDED by Cllr Rutland. RESOLVED Cllr Sally Ann Watson is Vice Chair of Ingleby Barwick Town Council for the Year 2023/24.
- 3. Housekeeping** - The Chairman advised those present of the emergency escape procedures.
- 4. Notice of Meeting** - Public Notice has been given in accordance Schedule 12 of the Local Government Act 1972. The Chairman noted the Notice of the Meeting had been published on the Town Council's website and Social Media Pages as well at the notice boards at the Ingleby Barwick Community Hall, Beckfields and the Rings Community Hub.
- 5. Apologies for Absence** - None.
- 6. Declarations of Interest** - Cllr Barnes declared a personal/non-prejudicial interest as a Borough Councillor of Stockton Borough Council, Cllr Strike declared a personal/non-prejudicial interest as a Borough Councillor of Stockton Borough Council and as Chairman of the Ingleby Barwick Community Partnership. Cllr Watson declared a personal/non-prejudicial interest as a Borough Councillor of Stockton Borough Council and owner of Fix It DIY. Cllr Fryer declared a personal/non-prejudicial interest as an employee of Ingleby Manor School.
- 7. Public Participation Part 1** - Local resident from Hilden Park, Mr Dave Pryde, voiced his strong concerns about anti-social behaviour taking place next to his home. Teenagers had damaged his front door due to the issue of teenagers and young people playing ball games on land adjacent to his house. He explained the Enforcement Service were unable to act and felt the erection of a sign 'No Ball Games' would help to alleviate the problem. He felt that no-one was taking ownership of the problem. He said there were originally six trees on the site but only one remained.

He explained the youngsters, when approached, were running off the green area straight on to the road and this was an accident waiting to happen.

His car had been damaged with a BB gun. Cllr Strike was working with Mr Pryde on this issue. Cllr Strike had been in touch with Greenbelt and would ask for a meeting with Stockton Borough Council. In addition, Cllr Strike had asked for a meeting with Sharon Cooney from the Enforcement team in an attempt take the matter further. Mr Pryde said Enforcement

had sent a letter to MP Matt Vickers who said it was a seasonal problem. Another resident attending the meeting, Mr Duffell, would be getting in touch with the Town Clerk with a contact for Persimmon Homes. It was suggested to Mr Pryde that he could download the COPA app and to keep reporting the problem every time something happened - as more calls will create a hot-spot and to keep a diary of all incidents. He was also advised to take and log photographs as evidence.

Mr Andrew Duffell was also in attendance and commented on the number of riders of electric bikes racing around in the area. He felt this was another example of an accident waiting to happen. An added problem was the riders wearing balaclavas. The issue was under Police investigation but it would only be a matter of time before something happened. Cllr Strike and Watson were having a meeting with the Chief Inspector on the matter to consider entrances to Romano Park. Cllr Strike was going to recommend bike barriers and was also having a meeting with Sharon Cooney. It was noted that Ingleby Barwick was part of a pilot scheme to fast-track incidents to court.

**8. Formation of Council Committees** – Formation of new memberships, Chairs and Vice Chairs for Committees for the Year 2023/24.

Committee	Membership	Chairman	Vice Chairman
Personnel	Cllr M Fryer Cllr J Rutland Cllr SA Watson	Cllr SA Watson	Cllr Fryer
Finance	Cllr J Rutland	Cllr S Barnes	Cllr J Rutland
Events	Cllr T Strike Cllr M Fryer Cllr J Rutland	Cllr T Strike	Cllr M Fryer
Youth	Committee on hold		
Town and Hub Maintenance	Cllr T Strike Cllr S Barnes Cllr J Rutland	Cllr T Strike	Cllr J Rutland
Personnel Appeals	Cllr S Barnes Cllr J Irwin Cllr T Strike	Cllr J Irwin	Cllr T Strike
Policy	Cllr S Barnes Cllr J Irwin Cllr T Strike	Cllr J Irwin	Cllr T Strike
Council Plan Working Group	Cllr S Barnes Cllr M Fryer Cllr J Irwin Cllr J Rutland Cllr T Strike Cllr S A Watson	Cllr J Irwin	Cllr SA Watson

**9. Appointment of Representatives to -**

Beckfields Community Hall Management Committee – Cllr J Rutland, Cllr M Fryer, Cllr T Strike.

Ingleby Barwick Communities – This was put on hold due to the current reduced number of Councillors.

**10. Asset Register dated 31<sup>st</sup> March 2023** - The Asset Register was presented to Councillors. In the future consideration will be given to providing a new Chain of Office for the Mayor of Ingleby Barwick Town Council.

**11. Risk Register dated 1<sup>st</sup> May 2023** – Councillors were presented with the Risk Register dated 1<sup>st</sup> May 2023. APPROVED.

**12. Insurance Cover** – Cllrs were presented with the Town Council insurance cover for 2023/24. The Town Council had entered into a Long Term Agreement with Zurich Municipal which had been taken out in 2022 for a period of five years.

**13. Annual Governance and Accountability Return for the Year ending 31 March 2023.**

i) To agree the annual Governance Statement 2022/23 to be submitted by the prescribed deadline of 30<sup>th</sup> June 2023. AGREED UNANIMOUSLY.

ii) To agree the Town Clerk is the Responsible Financial officer for the year 2023/24. AGREED UNANIMOUSLY.

**14. To appoint the Internal auditor for the year 2023/24** – The appointment of Gordon Fletcher UNANIMOUSLY AGREED.

**15. To agree the dates of future Town Council monthly meetings for 2023/24:-**

Tuesday 20<sup>th</sup> June 2023 at 7.00pm

Tuesday 18<sup>th</sup> July 2023 at 7.00pm

Tuesday 19<sup>th</sup> September 2023 at 7.00pm

Tuesday 17<sup>th</sup> October 2023 at 7.00pm

Tuesday 21<sup>st</sup> November 2023 at 7.00pm

Tuesday 19<sup>th</sup> December 2023 at 7.00pm

Tuesday 16<sup>th</sup> January 2024 at 7.00pm

Tuesday 20<sup>th</sup> February 2024 at 7.00pm

Tuesday 19<sup>th</sup> March 2024 at 7.00pm

Tuesday 16<sup>th</sup> April 2024 at 7.00pm

Tuesday 21<sup>st</sup> May 2024 at 7.00pm – ANNUAL MEETING

**16. Date of Annual Parish/Town Meeting 2023 – Tuesday 27<sup>th</sup> June 2023.** This to possibly be held at Beckfields Community Hall or Ingleby Manor School. Cllrs to be informed when finalised.

**17. Minutes of the Town Council Meeting held on 18<sup>th</sup> April 2023** - PROPOSED by Cllr Watson and SECONDED by Cllr Rutland. RESOLVED the Minutes of the Town Council meeting held on 18<sup>th</sup> April 2023 be accepted as a true and accurate record of the meeting.

**18. Community Safety** - Richard Bradford, Enforcement Manager from Stockton Borough Council was unable to attend the meeting but had submitted the figures for councillors' information. Cllr Strike noted the contractual amount paid for Enforcement. Cllr Watson suggested if Richard Bradford cannot attend Town Council meetings, then the Town Council request an officer or representative be sent in his place.

**19. Community Governance Review** - Following the error made by the Boundary Commission relating to councillor numbers being reduced from 12 to six it was suggested the Town Clerk formally write to Stockton Borough Council to request a review to take place next year. PROPOSED by Cllr Strike and SECONDED by Cllr Fryer. UNANIMOUSLY AGREED.

**20. Clerk's report - The Clerk reported on the following items –**

- Wildflowers – the Ground had been prepared and the wildflower seeds to be sown. This would cost £2,000 and funded from the Seamer Wind Farm Budget.
- Trees project - Over the past three years the government had provided funding for tree planting and had announced the next round of Local Authority Treescaping Fund (LATF). Stockton Council would act on behalf of all the Town and Parish Councils within the Borough and had requested the Town Council officially write to them pledging its support on their application. This could result in Ingleby Barwick gaining some various species of trees. Cllr Watson noted a matter of concern as to where fruit trees would be planted - which could encourage anti-social behaviour. Cllr Strike suggested that should we be successful, the Town Clerk approach care homes and schools to ascertain whether they would like some trees.
- General Power of Competence Status - Following each Election, the Town Council is required to affirm that it still meets the criteria for General Power of Competence Status. All Town Councillors were elected and the Town Clerk remains the same which meant all aspects of the criteria were met and the Town Council was still eligible.
- Coronation events. In total four of the six primary Schools and the two care homes each received three wooden planters, compost, wildflower seeds in red, white and blue as well as a selection of gardening hand tools and a watering can. The Coronation Cake Off had 21 entrants and the day included various other activities. Grateful thanks were given to the Town Councillors who supported the Town Clerk and her Assistant on the day. Almost £400 was raised for CPAD IB fund. Thanks were given to the Town Clerk for producing items for the Cake Off such as mugs, aprons and sashes for the winners.
- Royal Garden Party - Cllr Barnes and his wife represented not only the Town Council, but also the Cleveland Local Councils' Association in attending the Royal Garden Party at Buckingham Palace.

**21. Committee Minutes and Committee Update Report -**

**Personnel Committee - 19<sup>th</sup> April 2023** - Cllr Watson noted the Town Clerk gaining the CILCA qualification. This takes her salary up by one point thereby a higher salary scale. PROPOSED by Cllr Watson and SECONDED by Cllr Fryer.

**22. Ward Councillors' Reports**

**NORTH WARD**

- Greensforge Street Lights
- Sandgate Junction
- Off-Road bikes
- Hildon Park
- Parking on The Rings

#### **SOUTH WARD**

None Submitted.

**23. Finance** - The Town Clerk presented the Town Council's financial transactions for the General Account and Hub Account from 1st to 30<sup>th</sup> April 2023. In addition, the Town Council's Bank Reconciliations from 1<sup>st</sup> to 30<sup>th</sup> April 2023. Councillor Fryer would check and sign the associated bank statements for the corresponding dates. RESOLVED - all the financial transaction and bank reconciliation statements be APPROVED.

**24. Planning Applications** - Details of the Planning Applications up to week ending 7th May 2023 were submitted.

**25. Matters of Concern to Councillors** - Cllr Strike raised the idea about the possibility of commissioning an apprentice which could be discussed at a future meeting of Personnel Committee.

**26. Public Participation Part 2** - Local resident Pamela Beddow commented on the recent success of the Cake Off and thanked the Town Council for organising it.

The Chairman thanked everyone for their attendance, and participation, and closed the meeting.

The meeting ended at 8.20pm.