

Minutes of the Town Council Meeting, 7.00pm on Tuesday 17th January 2023 at The Community Hub, The Rings, Ingleby Barwick

Present: Cllrs Irwin (Chairman), Brown, Emmerson, Patterson and Watson.

In attendance – J McGeeney Town Clerk and J Stevely, Admin Assistant, R. Bradford and S Cooney (SBC Enforcement)

- 1. Housekeeping** – The Chairman advised those present of the emergency escape procedures and outlined the Town Council’s protocol on public participation. It was requested mobile phones be switched to silent. If a call was received and had to be taken Members were politely requested to leave the room.
- 2. 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 on the notice board at the Ingleby Barwick Community Hall, Beckfields and the Rings Community Hub.
- 3. Apologies for Absence -** Cllrs Barnes, Fryer, Dodds, Kirby, Strike, Rutland and Turnbull.
- 4. Declarations of Interest** – Cllr Watson declared as her role as a Stockton-on-Tees Borough Council (SBC) Ward Councillor and as the owner of Fix-It DIY.
- 5. Public Participation Part 1** – None.
- 6. Community Safety** – Richard Bradford and Sharon Cooney from Stockton Council’s Enforcement Team were in attendance and Richard apologised for the continuing small text size of the Enforcement figures and said he will try and improve it. He was pleased to note that December had been a ‘quiet month’ in terms of anti-social behaviour. There had been a small issue with beggars for both East and West Wards but the problem had been addressed. A couple of issues with off road bikes but all in all a quiet month for Ingleby Barwick.
- 7. Minutes of the Town Council Meeting held on 20th December 2022.** Cllr Emmerson noted the month needed to be changed to December. PROPOSED by Cllr Watson and SECONDED by Cllr Irwin. RESOLVED - the minutes of the Town Council meeting held on 20th December 2022 be accepted as a true and accurate record of the meeting.
- 8. Clerk and Chairman’s Report -**
 - Community Newsletter – The Town Clerk explained there had been a problem with paper supplies but reassured Councillors the newsletter would be delivered by the end of January.

- Website – The Clerk noted the website needed updating. The current webmaster has handed in his notice to the Town Council. In the interim period Cllr Irwin had volunteered to keep the website updated.
- CiLCA – The Town Clerk was pleased to inform councillors she had passed the CiLCA qualification which made her a qualified officer and an incremental pay award would be included in the new qualification.

9. General Power of Competence Status - The Clerk explained gaining CiLCA brought with it General Power of Competence status where there is an exhaustive list of new powers so long as the Town Council had two thirds of councillors who were elected rather than co-opted and a Qualified Town Clerk.

10. Local Elections 2023 – Photo ID Requirement – The Town Clerk had received notification from Stockton Borough Council there was a requirement for photo ID to be provided for those voting in person in the Local Elections in May. Acceptable ID included those such as Passport and Driving Licence. The Town Council would be assisting the Local Authority by sharing various posts to publicise the new requirement for elections.

11. Committee Minutes and Committee Update reports –

- i) Finance Committee held on 13th December 2022 -PROPOSED by Councillor Emmerson and SECONDED by Councillor Irwin.

Finance Committee held on 10th January – to be carried forward to the February meeting due to insufficient councillors being present at this meeting.

- ii) Policy Committee held on 19th December 2022 – PROPOSED by Councillor Patterson and SECONDED by Councillor Emmerson.

- iii) Policy Committee held on 16th January 2023 - PROPOSED by Councillor Patterson and SECONDED by Councillor Irwin.

- iv) Events Committee 12th January 2023 - these minutes would be carried forward to the February Town Council meeting due to insufficient councillors being present at this meeting.

12. Town Council Policies –

- Website Policy – this had been considered by the Policy Committee and an overview was presented to Town Council by Cllr Irwin. PROPOSED by Councillor Irwin and SECONDED by Councillor Patterson.
- Standing Orders - this had been considered by the Policy Committee and an overview was presented to Town Council by Cllr Patterson. PROPOSED by Councillor Patterson and SECONDED by Councillor Irwin.

13. Borough Councillor Reports – A written report was received from both East and West Wards

EAST WARD

- Broken Bollard Update
- Hilden Park
- Graffiti in Underpasses
- Off-Road Bikes
- School Parking
- Pheasant Close

WEST WARD

- Romano Park
- Meeting with Police Crime Commissioner
- Muddies

14. Finance – The Town Clerk presented the Town Council’s financial transactions for the General Account from 1st to 31st December 2022 and the Hub Account from 1st to 31st December 2022. In addition, the Town Council’s Bank Reconciliations from 1st to 31st December 2022. RESOLVED that all the financial transaction and bank reconciliation statements be APPROVED. The Bank statements for the period 1st – 31st December 2023 were checked against the Bank Reconciliation statement and signed by Councillor Patterson.

15. Planning Applications – Details of the Planning Applications up to week ending 8th January 2023 were submitted.

16. Matters of Concern to Councillors – None.

17. Date of the next Town Council meeting - The next Town Council meeting will be held at 7.00pm on Tuesday 21st February 2023 at The Rings Community Hub

18. Public Participation Part 2 – None.

The Chairman thanked all for the attendance and participation and closed the meeting.

The meeting ended at 7.50pm.