

## **Minutes of the Town Council Meeting, 7.00pm on Tuesday 21<sup>st</sup> February 2023 at The Community Hub, The Rings, Ingleby Barwick**

**Present:** Cllrs Irwin (Chairman), Barnes, Fryer Kirby, Rutland, Strike and Watson.

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

- 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 Brown, Dodds, Emmerson and Patterson.
- 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. Cllr Strike declared a personal/non-prejudicial interest in all items involving his role as a Stockton-on-Tees Borough Council (SBC) Ward Councillor, Chairman of the Ingleby Barwick Community Partnership and Item number 9 on the Agenda. Cllr Fryer declared a personal interest as an employee of Ingleby Manor School.
- 5. Public Participation Part 1** – None.
- 6. Community Safety** – Richard Bradford from Stockton Council’s Enforcement Service was unable to attend the meeting. However, he had provided details of recorded incidents which were supplied in a handout to Councillors. The Enforcement Service had received a low level of calls numbering ten which comprised eight relating to the West Ward and two to the East Ward. A summary of incidents from CCTV cameras were shared with Councillors.
- 7. Minutes of the Town Council Meeting held on 17<sup>th</sup> January 2023** - PROPOSED by Cllr Watson and SECONDED by Cllr Irwin. The Special Meeting held on 24<sup>th</sup> January - PROPOSED by Cllr Kirby and SECONDED by Cllr Watson. RESOLVED the Minutes of the Town Council meeting held on 17<sup>th</sup> January 2023 and the Minutes of the Special Town Council meeting held on 24<sup>th</sup> January be accepted as a true and accurate records of the meetings.
- 8. Clerk and Chairman’s Report** -
  - **Ingleby Barwick East Ward Vacancy** – Following the resignation of former Town Councillor Rick Turnbull, there was a vacancy on the Town Council. As the vacancy has occurred within six months of the local Elections an election would not take place. The Town Council may co-op in accordance with the Town Council’s Co-option Policy. The vacancy has been advertised on the Town Council Notice Board, the Notice board at the Beckfields Community Centre, Ingleby Barwick Library, the Town Council’s Facebook

Page and Website. The closing date for applications was Monday 27<sup>th</sup> February. Any applications received will be considered at the March Town Council Meeting.

- **Royal Garden Party** – Cleveland Association of Local Councils had contacted the Town Clerk notifying the Royal Garden Party would be held on Wednesday 3<sup>rd</sup> May. Due to the late notification and the early deadline set by the Palace, the Association wished to take nominations from the 2020 entrants (due to the cancellation of that year's Garden Party caused by the covid pandemic). Councillor Barnes was the agreed Town Council representative and has been fortunate to be selected to receive this year's allocation. He will be accompanied by Mrs Barnes.
  - **King's Coronation** – The Events Committee has started to look at ways in which to celebrate the King Charles III Coronation. Details will be discussed under the Committee minutes.
  - **Town Council Website** – Cllr Irwin and the Town Clerk had met with the current website provider to discuss the website. In the interim, Councillor Irwin has offered to maintain the website until the new one is developed. Cllr Irwin confirmed he will maintain the Town Council's website until another provider is found.
  - **Community Award** – The Town Clerk would like to acknowledge the work undertaken by Deborah Gale and the CPAD IB Fund for their work to ensure every resident and visitor to the Town was within a 500-metre radius of a 24/7 Community Public Access Defibrillator. Their work continues with maintaining the defibrillators and training. The Town Clerk suggested the Town Council give recognition to the work of Deborah Gale in the form of an engraved presentation piece. PROPOSED by Cllr Strike, SECONDED by Cllr Rutland. Unanimously AGREED.
  - **CPAD open day** – On Saturday 20<sup>th</sup> May the Town Clerk will be assisting CPAD IB Fund in their Siren Fest Open Day when all emergency services will be coming together for the day. The Town Council will be listed as a sponsor.
9. **Ingleby Barwick Community Partnership – Request for Support** – As last year Cllr Strike requested support from the Town Council from the Enforcement Service on Saturday and Sunday 14<sup>th</sup> and 15<sup>th</sup> July 2023 between 10.00am and 5.00pm. At this point Cllr Strike left the meeting whilst councillors considered. No objections were made and it was agreed the event is a good opportunity for members of the Enforcement team to meet members of the public. If an incident occurred during this time elsewhere on the estate, which would take priority, Officers would leave to attend. PROPOSED by Cllr Irwin and SECONDED by Cllr Watson.

#### **COUNCILLOR STRIKE RETURNED TO THE MEETING**

10. **Wildflowers – To propose the sowing of a Wildflower Meadow** – As in other years discussion took place on the planting of wildflowers. It was agreed wildflowers should be sown this year. It was highlighted that the area may need to be cleared to make way for new seed planting. The Town Clerk is to ask Stockton Borough Council whether the seeds should be sown in a different area. PROPOSED Cllr Ted Strike and SECONDED by Cllr Watson.

**11. Committee Minutes and Committee Update reports –**

- i) Hub and Town Maintenance Committee – held on 6<sup>th</sup> February 2023 PROPOSED by Cllr Strike and SECONDED by Cllr Watson.
- ii) Policy Committee – held on 6<sup>th</sup> February 2023 PROPOSED by Cllr Irwin and SECONDED by Cllr Watson.
- iii) Council Plan Working Party – held on 7<sup>th</sup> February 2023 PROPOSED BY Cllr Irwin and SECONDED by Cllr Fryer.
- iv) Finance Committee – held on 10<sup>th</sup> January 2023 PROPOSED Cllr Rutland and SECONDED by Cllr Kirby and 16<sup>th</sup> February 2023 PROPOSED Cllr Rutland and SECONDED by Cllr Kirby.
- v) Events Committee – held on 12<sup>th</sup> January 2023 - noted that Cllr Irwin arrived late for this meeting. PROPOSED by Cllr Strike and SECONDED by Cllr Rutland and meeting held on 13<sup>th</sup> February PROPOSED by Cllr Strike and SECONDED by Cllr Rutland.

**12. Town Council Policies – To agree the following Town Council Polices:-**

- Equal Opportunities Policy – this had been considered by the Policy Committee and an overview was presented to the Town Council by Cllr Irwin. PROPOSED by Cllr Irwin and SECONDED by Cllr Watson.
- Cash Handling Policy - this had been considered by the Policy Committee and an overview was presented to the Town Council by Cllr Irwin. PROPOSED by Cllr Irwin and SECONDED by Cllr Barnes.
- Expenses Policy – Employees - this had been considered by the Policy Committee and an overview was presented to the Town Clerk. PROPOSED by Cllr Irwin and SECONDED by Cllr Rutland.
- Expenses Policy – Elected Members – this had been considered by the Policy Committee and an overview was presented to the Town Council by Cllr Irwin PROPOSED by Cllr Irwin and SECONDED by Cllr Rutland.
- Training and Development Policy - – this had been considered by the Policy Committee and an overview was presented to the Town Council by Cllr Irwin PROPOSED by Cllr Irwin and SECONDED by Cllr Watson.

## **13. Borough Councillors' Reports**

### **EAST WARD**

#### Hilden Park

Cllr Ted Strike has continued to liaise with Greenbelt and is awaiting a response to the request for replacement trees and a 'no ball games' sign.

#### Graffiti in Underpasses

Despite Harefield Way, Greys Court and Myton underpasses all being cleaned by the contractor last month through Care for Your Area, graffiti has reappeared. It is very costly to keep having them cleaned so Cllr Sally Ann Watson has also informed Enforcement. Enforcement Officers are going to put this on their route during the evenings and will also check the photos to see if they can identify the 'tags'.

#### School Parking

As reported last month, grass verges at the top of Stonebridge Crescent have been damaged by parents picking up/dropping off children at St Francis Primary school. East Ward Councillors met with Rob Morrow and gave the go ahead for a scheme to replace the verges with parking bays from their Ward Transport budget. This will not solve the parking issues as it is not additional parking, but it will prevent unsightly damage to the verges for the residents who live in this vicinity. The work has been requested to take place during one of the school holidays.

#### Road signs

New road signs have been requested and ordered for Stoneacre Avenue and Pheasant Close. However, there is a backlog so these might take some time to replace. The sign at Kenwood Crescent is also damaged, as this has been replaced twice within a year, the Highways Technical Department have been asked to advise if the sign can be moved to a better location. The sign is still legible, it is the legs that have taken a hit.

#### Regency Park

The double yellow lines on Regency Park have been refreshed, however the white give way lines on the right-hand fork in the road have also been requested to be refreshed as it is causing issues when residents are travelling down the left-hand fork.

#### Recycling for Longleat Walk

Cllr Ted Strike has been in touch with the management company for the apartments on Longleat Walk. Fly-tipping has finally been removed from the communal refuse area after several months. Cllr Strike is also trying to get proper recycling facilities for the apartments to prevent the issues reoccurring.

### **WEST WARD**

- Windmill Park - Over £20,000 of play equipment will be installed in the spring.

- Romano park land of the rear of All Saints - 16 trees have been planted at the rear of All Saints
  - Over the coming months work would begin on Romano Park.
  - Sober Hall traffic calming - Work will start on this over the next week and will be completed over three stages over a number of weeks.
- 14. Finance** - The Town Clerk presented the Town Council's financial transactions for the General Account from 1<sup>st</sup> to 31<sup>st</sup> January 2023 and the Hub Account from 1<sup>st</sup> to 31<sup>st</sup> January 2023. In addition, the Town Council's Bank Reconciliations from 1<sup>st</sup> to 31<sup>st</sup> January 2023. These figures were checked against the Town Council's Bank Statements and signed by Councillor Fryer. **RESOLVED** that all the financial transaction and bank reconciliation statements against the Bank Statements be **APPROVED**.
- 15. Planning Applications** - Details of the Planning Applications up to week ending 29th January 2023 were submitted.
- 16. Matters of Concern to Councillors** – Cllr Strike highlighted there had been some criticism directed at the Town Council regarding ANPR CCTV cameras. It was clarified that the cameras were bought at the correct time with the full approval of Stockton on Tees Borough Council.
- Cllr Kirby highlighted the colour of some of the text on the recent community newsletter was difficult to read. Duly noted for the future.
- 17. Date of the next Town Council meeting** - The next Town Council meeting will be held at 7.00pm on Tuesday 21<sup>st</sup> March 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 8.10pm