

Minutes of the proceedings of the **ANNUAL MEETING** of the **COUNCIL** held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe, on **WEDNESDAY, 15<sup>th</sup> MAY 2019** at **7.15 p.m.**

**PRESENT** Councillors Eddy Adam, M. Ashcroft, Derek G. Atkinson, Jim Atkinson, Kathy Beetham, P.J. Bergg, Bill Blenkinsopp, Mrs. D. Bowman, Arun M. Chandran, J.D. Clare, J. Clark, Mrs. M. Dalton, R.S. Fleming, George C. Gray, I. Gray, Mrs. S. Haigh, B. Hall, Dave Hardaker, Mrs. I. Hewitson, Jed Hillary, Wendy Hillary, Kate Hopper, M. Iveson, Mrs. S.J. Iveson, Mrs. V.M. Raw, Ken Robson, Paul Symons and Sally Symons.

**OFFICIALS** Mr. A. Bailey (Town Clerk)  
Miss C. Ryder (Senior Administrative Officer)

1. **APPOINTMENT OF MAYOR FOR THE MUNICIPAL YEAR 2019/20**

It was proposed by Councillor R.S. Fleming, seconded by Councillor M. Iveson, that Councillor Mrs. M. Dalton be nominated as Mayor for the Municipal Year 2019/20.

It was further proposed by Councillor George C. Gray, seconded by Councillor Ken Robson that Councillor Mrs. S. Haigh be nominated as Mayor for the Municipal Year 2019/20.

A named vote had been requested which resulted as follows:-

For Councillor Mrs. M. Dalton - 20

Councillors Eddy Adam, M. Ashcroft, Derek G. Atkinson, Jim Atkinson, Kathy Beetham, P.J. Bergg, Bill Blenkinsopp, J.D. Clare, J. Clark, Mrs. M. Dalton, R.S. Fleming, I. Gray, B. Hall, Dave Hardaker, Jed Hillary, Wendy Hillary, Kate Hopper, M. Iveson, Mrs. S.J. Iveson and Mrs. V.M. Raw.

For Councillor Mrs. S. Haigh - 7

Councillors Mrs. D. Bowman, Arun M. Chandran, George C. Gray, Mrs. S. Haigh, Mrs. I. Hewitson, Ken Robson and Paul Symons.

**RESOLVED** – that **Councillor Mrs. M. Dalton** be appointed Chairman (Mayor) of the Council for the Municipal Year 2019/20.

**Councillor Mrs. M. Dalton took the Chair for the meeting.**

2. **DECLARATIONS OF ACCEPTANCE OF OFFICE**

Mayor's Declaration of Acceptance of Office

The newly appointed Mayor made and signed the Declaration of Acceptance of Office.

**RESOLVED** – that the information be received.

3. **APPOINTMENT OF DEPUTY MAYOR FOR THE MUNICIPAL YEAR 2019/20**

It was proposed by Councillor M. Iveson, seconded by Councillor Jed Hillary, that Councillor Wendy P. Hillary be nominated as Deputy Mayor for the Municipal Year 2019/20.

It was further proposed by Councillor George C. Gray seconded by Councillor Ken Robson, that Councillor Mrs. S. Haigh be appointed as Deputy Mayor for the Municipal Year 2019/20.

A named vote had been requested which resulted as follows:-

For Councillor Wendy Hillary - 19

Councillors Eddy Adam, M. Ashcroft, Derek G. Atkinson, Jim Atkinson, Kathy Beetham, P.J. Bergg, J.D. Clare, J. Clark, Mrs. M. Dalton, R.S. Fleming, I. Gray, B. Hall, Dave Hardaker, Jed Hillary, Wendy Hillary, Kate Hopper, M. Iveson, Mrs. S.J. Iveson and Mrs. V.M. Raw.

For Councillor Mrs. S. Haigh - 8

Councillors Mrs. D. Bowman, Arun M. Chandran, George C. Gray, Mrs. S. Haigh, Mrs. I. Hewitson, Ken Robson, Paul Symons and Sally Symons.

1 Abstention from Councillor Bill Blenkinsopp.

**RESOLVED** – that **Councillor Wendy Hillary** be appointed Vice-Chairman (Deputy Mayor) of the Council for the Municipal Year 2019/20.

4. **NOTICE OF MEETING**

The notice convening the meeting was taken as read.

5. **MEMBERS' DISPENSATIONS**

There had been no requests for dispensations under disclosable or non-disclosable interests.

6. **DECLARATIONS OF INTEREST**

There were no declarations of interest declared.

7. **APOLOGIES FOR ABSENCE**

An apology for absence was submitted on behalf of Councillor B.A. Clare.

8. **MINUTES**

It was proposed by Councillor R.S. Fleming, seconded by Councillor Dave Hardaker and

**RESOLVED** – that the minutes of the Ordinary Meeting of the Council held on the **24<sup>th</sup> April 2019** be confirmed as a correct record and signed by the Chairman.

## 9. ANNOUNCEMENTS

The newly appointed Mayor, Councillor Mrs. M. Dalton, thanked the Council for the honour of being appointed as Chairman of the Council (Mayor) for the year 2019/20.

The Mayor announced that her nominated charity for her year in office would be SSAFA.

A full list of civic calendar dates would be produced and circulated as soon as they are organised.

Councillor R.S. Fleming gave the vote of thanks to the outgoing Mayor, Councillor John Clark, thanking John for the dedicated service he had given during his year in office. John had represented the town extremely well at whatever occasion he had attended. John and his Mayoress, Bernardette, had worked hard to raise money for their nominated Charity "Great Aycliffe Cancer Support Group" and had raised a sum of £2,415.

**RESOLVED** – that the information be received.

## 10. ANNUAL CONSTITUTION REVIEW

The Town Clerk submitted a report seeking members to review the Council's Constitution documents and seek the adoption of the amendments.

The report had set out each Article of the Constitution separately giving details of any amendments which were needed:-

### CONTENTS AND INTRODUCTION

*Contents - No amendments*

*Introduction -The following amendment had been made to the Council Services provided by the Council:-*

- *6 Football Pitches and Mini Soccer Pitches. (To exclude Rugby Pitch)*

### ARTICLE 1 - How the Council Operates

*Changes were recommended to include information in regards to the Management Structure of the Council as set out in **Appendix 1**.*

### ARTICLE 2 - Committee Structure

*An amendment was required to delete the Horndale Park Sub-Committee as a Committee under the Recreation Committee as per **Appendix 2**.*

### ARTICLE 3 - Powers and Duties of Committees

*The powers and duties of the Council's Committees, Sub-Committees and Working Groups were set out in **Appendix 3**.*

- Policy and Resources Committee** - No amendments*
- Environment Committee** - No amendments*
- Recreation Committee** – An amendment to remove the Terms of Reference for the deleted Horndale Park Sub-Committee.*

#### ARTICLE 4 - Mayor's Information Booklet

*Members were asked to consider amendments as per **Appendix 4**.*

- (a) Amendments were authorised in connection with transport arrangements for the Mayor.*
- (b) Amendments were authorised to take into account the payment of the Mayor's Allowance with regards to tax deductions.*
- (c) The Civic Guest list for 2019/20 was agreed to remain with the same Authorities as for 2018/19.*

#### ARTICLE 5 - Members' Allowances Scheme

*A report and updated Members' Allowance Scheme had been submitted and approved at Council on the 24<sup>th</sup> April 2019 (Minute No. 124).*

#### ARTICLE 6A - Standing Orders – Relating to Proceedings and Business of the Council

*An amendment was submitted in **Appendix 5** with regard to the Standing Order for Meetings (S.O. 1 (d)(i) Members of the Public). Members of the Public are not permitted to make representations, ask questions and give evidence at meetings of the Appeals Sub-Committee and the General Appeals Sub-Committee.*

#### ARTICLE 6B - Standing Orders – Relating to Contracts and Procurement

*These Standing Orders had been updated and approved by Council on the 24<sup>th</sup> April 2019 (Minute No. 127 referred).*

#### ARTICLE 7 - Financial Regulations

*There were no amendments to the Financial Regulations.*

#### ARTICLE 8 - Scheme of Delegation

*An amendment was set out in **Appendix 6** under the Recreation Committee to delete the delegated powers for approval of 'small grants' awarded by the Events Sub-Committee.*

#### ARTICLE 9 - Rights of Citizens

*There were no recommendations for amendment or alteration.*

#### ARTICLE 10 - Members Code of Conduct

*There were no recommendations for amendment or alteration following the adoption of the Code of Conduct on the 1<sup>st</sup> November 2017.*

#### ARTICLE 11 – Officers Code of Conduct

*There were no recommendations for amendments to the Officers Code of Conduct.*

ARTICLE 12 – (A) – Member / Officer Protocol

ARTICLE 12 – (B) – Protocol on use of Council Facilities & Resources by Councillors

*There were no recommendations for amendments or alterations to (A) or (B).*

ARTICLE 13 - Strategies / High Level Documents / Service Plans

*The following documents are reported and updated annually at their appropriate times:*

1. *Risk Management Strategy*
2. *Medium Term Financial Plan*
3. *Treasury Management Code of Practice*
4. *Business Continuity Plan*
5. *Asset Management Plan*
6. *Town Council Service Delivery Plan*
7. *Sports Complex Service Plan*
8. *Works and Environment Section Service Plan*
9. *Finance Section Service Plan*
10. *Pre-Schools Service Plan*
11. *Health and Safety Policy Manual*

ARTICLE 14 - Council Policies and Procedures

*A full list of Council Policies showing when they had been, or were due to be, reviewed was set out in the report for information.*

**RESOLVED** – as follows:

- (i) That the report be received.
- (ii) That the amendments and recommendations to the Council's Constitution as outlined in the appendices be adopted.
- (iii) That the Civic Guest List be agreed to be the same list of Authorities as 2018/19.
- (iv) That a full copy of the adopted Constitution of the Council be available for Members to peruse in the Council Chamber and on the Website.

11. **APPOINTMENT OF COMMITTEES**

The Council considered proposals in relation to Standing Committees of the Council:

**RESOLVED** – as follows:-

(i) **Environment Committee**

It was proposed by Councillor R.S. Fleming and seconded by Councillor M. Iveson:

- (a) That an Environment Committee be appointed for the Municipal Year 2019/20.

(b) That it comprise of 26 Members of the Council plus the Mayor and Deputy Mayor as Ex-Officio Members.

(c) That the Membership of the Environment Committee be:

Councillors Eddy Adam, M. Ashcroft, Derek G. Atkinson, Jim Atkinson, Kathy Beetham, P.J. Bergg, Bill Blenkinsopp, Mrs. D. Bowman, Arun M. Chandran, B.A. Clare, J.D. Clare, J. Clark, Mrs. M. Dalton, R.S. Fleming, George C. Gray, I. Gray, Mrs. S. Haigh, B. Hall, Dave Hardaker, Jed Hillary, Wendy Hillary, Kate Hopper, M. Iveson, Mrs. S.J. Iveson, Mrs. V.M. Raw, Ken Robson, Paul Symons and Sally Symons.

(ii) **Recreation Committee**

It was proposed by Councillor R.S. Fleming and seconded by Councillor M. Iveson:

(a) That a Recreation Committee be appointed for the Municipal Year 2019/20.

(b) That it comprise of 26 Members of the Council plus the Mayor and Deputy Mayor as Ex-Officio Members.

(c) That the membership of the Recreation Committee be:

Councillors Eddy Adam, M. Ashcroft, Derek G. Atkinson, Jim Atkinson, Kathy Beetham, P.J. Bergg, Bill Blenkinsopp, Mrs. D. Bowman, Arun M. Chandran, B.A. Clare, J.D. Clare, J. Clark, Mrs. M. Dalton, R.S. Fleming, George C. Gray, I. Gray, Mrs. S. Haigh, B. Hall, Dave Hardaker, Jed Hillary, Wendy Hillary, Kate Hopper, M. Iveson, Mrs. S.J. Iveson, Mrs. V.M. Raw, Ken Robson, Paul Symons and Sally Symons.

(iii) **Policy and Resources Committee**

It was proposed by Councillor R.S. Fleming and seconded by Councillor M. Iveson:

(a) That a Policy and Resources Committee be appointed for the Municipal Year 2019/20.

(b) That it comprise of 27 Members of the Council plus the Mayor and Deputy Mayor as Ex-Officio Members.

(c) That the membership of the Policy and Resources Committee be:

Councillors Eddy Adam, M. Ashcroft, Jim Atkinson, Kathy Beetham, P.J. Bergg, Bill Blenkinsopp, Mrs. D. Bowman, Arun M. Chandran, B.A. Clare, J.D. Clare, J. Clark, Mrs. M. Dalton, R.S. Fleming, George C. Gray, I. Gray, Mrs. S. Haigh, B. Hall, Dave Hardaker, K. Henderson, Mrs. I. Hewitson, Jed Hillary, Wendy Hillary, Kate Hopper, M. Iveson, Mrs. S.J. Iveson, Mrs. V.M. Raw, Ken Robson, Paul Symons and Sally Symons.

12. **ADJOURNMENT OF COUNCIL MEETING**

It was moved by Councillor R.S. Fleming, seconded by Councillor M. Iveson and

**RESOLVED** – that the meeting be adjourned to enable the Environment, Recreation and Policy and Resources Committees to appoint their Sub-Committees and Working Groups.

13. **RECONVENING OF COUNCIL MEETING**

It was moved by Councillor R.S. Fleming, seconded by Councillor M. Ashcroft and

**RESOLVED** – that the meeting of the Council be reconvened following the meetings of the Environment, Recreation and Policy and Resources Committees.

14. **MEMBERS' ATTENDANCES**

The Town Clerk submitted a list of members' attendances for the Municipal Year 2018/19.

**RESOLVED** – that the information be received.

15. **DISCLOSURE OF MEMBERS' ALLOWANCES 2018/19**

The Finance Manager submitted a report setting out allowances and expenses which had been paid to Elected Members during the Financial Year 2018/19.

**RESOLVED** – that the information be received.

16. **OUTSIDE BODIES**

The Town Clerk submitted a report setting out the current Outside Bodies list together with the number of members currently serving on those Bodies.

**RESOLVED** – that the following members and officers be nominated to the undermentioned outside bodies:

- (a) Youth Council  
Councillors Jim Atkinson and Derek G. Atkinson together with the Corporate and Policy Officer.
- (b) County Durham Association of Local Councils  
Leader and Deputy Leader together with the Town Clerk.
- (c) Aycliffe Village Community Association  
Councillor Bill Blenkinsopp.
- (d) Woodham Village Community Association  
Councillors B.A. Clare and K. Henderson.
- (e) Great Aycliffe and Middridge Local Councils' Committee  
Councillors B. Hall, R.S. Fleming and the Town Clerk.

- (f) Larger Local Councils' Forum  
Leader and Deputy Leader together with the Town Clerk.
- (g) Newton Aycliffe Bus Preservation Society  
Councillor I. Gray.
- (h) Friends of Byerley Park Local Nature Reserve  
Councillor I. Gray.
- (i) Friends of Stockton and Darlington Railway  
Councillor Dave Hardaker.
- (j) GAMP Community Safety Task Group  
Councillor B. Hall

17. **MEETINGS 2019/20**

The Town Clerk submitted a suggested schedule of Council meeting dates for the Municipal Year 2019/20.

**RESOLVED** – that the scheduled dates be approved for the Municipal Year 2019/20.

18. **COUNCIL INSURANCE ARRANGEMENTS REVIEW**

The Finance Manager informed members that the Annual Review of the Council's insurance arrangements, as required by the Council's Standing Orders, had been previously agreed by the meeting of the Policy and Resources Committee on the 6<sup>th</sup> March and consequently ratified by Council on the 13<sup>th</sup> March 2019.

**RESOLVED** – that the Annual Review of the Council's insurance arrangements as required by Standing Orders be noted.

19. **NOTICE OF MOTION**

The following Notice of Motion had been submitted by Councillor Kathy Beetham and seconded by Councillor Jed Hillary:-

*“That Great Aycliffe Town Council join with Durham County Council and other Town and County Councils across the nation in purchasing Pride Flags to be flown on the GATC flag poles on appropriate Local and National LGBTQ+ Pride Awareness Days”.*

A named vote was requested for the purchase and flying of the Pride Flags and this resulted as follows:-

For the purchase and flying of the Pride Flags:- 20

Councillors Eddy Adam, M. Ashcroft, Derek G. Atkinson, Jim Atkinson, Kathy Beetham, P.J. Bergg, Bill Blenkinsopp, J.D. Clare, J. Clark, Mrs. M. Dalton, R.S. Fleming, I. Gray, B. Hall, Dave Hardaker, Jed Hillary, Wendy Hillary, Kate Hopper, M. Iveson, Mrs. S.J. Iveson and Mrs. V.M. Raw.



Against the purchase and flying of the Pride Flags:- 6

Councillors Mrs. D. Bowman, Arun M. Chandran, George C. Gray, Mrs. S. Haigh, Ken Robson and Paul Symons.

2 Abstentions from Councillors Mrs. I. Hewitson and Sally Symons.

**RESOLVED** – That two Pride Flags be purchased and flown on appropriate Local and National LGBTQ+ Pride Awareness Days.

20. **NOTICE OF MOTION**

The following Notice of Motion had been submitted by Councillor Kathy Beetham.

*“1. GATC join with DCC in signing the local pledge to reduce, and ultimately remove, unnecessary single use plastics in all its operations, and encourage it’s contractors to do the same.*

*2. The GATC implement a review of its use of S.U.P.’s across its operations and eradicate their use, or find alternatives if possible, and report back to this committee on its findings and the progress made towards this goal, in six months’ time.”*

Since the printing of the agenda Councillor Beetham wished to withdraw the Motion and this was seconded by Councillor P.J. Bergg.

**RESOLVED** – that the Notice of Motion be withdraw from the agenda.

21. **NOTICE OF MOTION**

The following Notice of Motion had been submitted by Councillor B.A. Clare.

*“That the point of entry for members of the public be the rear Council Chamber door which is accessed from the Public Car Park. This door to be open for public access 30 minutes prior to the advertised time of the meeting. This to apply equally to all persons unless they are invited through reception by a Councillor or Members of Staff.”*

In view of the absence of Councillor B.A. Clare it was proposed that the Motion be withdraw and this was seconded by Councillor M. Iveson.

**RESOLVED** – that the Notice of Motion be withdrawn from the agenda.

22. **LEADER AND DEPUTY LEADER**

It was reported that for the Municipal Year 2019/20 the Leader would be Councillor R.S. Fleming and the Deputy Leader would be Councillor M. Iveson.

**CHAIRMAN.**