

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, 11th MAY 2011 at 7.15 p.m.**

PRESENT Councillors S. Bambridge, Mrs. D. Bowman, T.R. Bowman, Mrs. B.A. Clare, J.D. Clare, V. Crosby, W. Curtis, Mrs. M. Dalton, P. Ducker, r.S. Fleming, P. Gittins, G.C. Gray, G.R. Gray, I. Gray, Mrs. J. Gray, B. Haigh, Mrs. S. Haigh, B. Hall, K. Hendrson, T. Hogan, Mrs. K. Hopper, M. Iveson, Mrs. S.J. Iveson, W. Iveson, Mrs. A. Palmer, Mrs. E.M. Paylor, Mrs. V.M. Raw and A. Warburton.

OFFICIALS Mr. A. Bailey (Town Clerk)
Miss C. Ryder (Senior Administrative Officer)
Mrs. C. Walton (Corporate and Policy Officer)

1. **APPOINTMENT OF MAYOR FOR THE MUNICIPAL YEAR 2011/12**

It was proposed by Councillor R.S. Fleming and seconded by Councillor J.D. Clare that Councillor Mrs. M. Dalton be nominated as Mayor for the municipal year 2011/2012.

It was further proposed by Councillor W. Curtis and seconded by Councillor P. Ducker that Councillor A. Waburton be nominated as Mayor for the municipal year 2011/2012.

Voting took place which resulted as follows:

RESOLVED – that **Councillor Mrs. M. Dalton** be appointed Chairman (Mayor) of the Council for the municipal year 2011/12.

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

Councillor R.S. Fleming gave a vote of thanks to Councillor Mrs. Dorothy Bowman for the work she had carried out during her year as Mayor. Councillor Bowman had worked hard over the year not only in her role as Mayor but also as a representative on Durham County Council. The Council wished to congratulate her on an extremely good and efficient year in office. Thanks were also recorded to her Grandson, Richard Chester, who had been and excellent representative of not only the Mayor but also the young people of the town.

Thanks also went to Councillor T.R. Bowman the Mayor's husband.

2. **DECLARATION OF ACCEPTANCE OF OFFICE**

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

3. **APPOINTMENT OF DEPUTY MAYOR FOR THE MUNICIPAL YEAR 2011/12**

It was proposed by Councillor R.S. Fleming, and seconded by Councillor V. Crosby that Councillor Mrs. V.M. Raw be nominated as Deputy Mayor for the year 2011/12.

It was further proposed by Councillor W. Curtis and seconded by Councillor P. Ducker that Councillor A. Warburton be nominated as Deputy Mayor for the year 2011/12.

Voting took place which resulted as follows:

RESOLVED – that **Councillor Mrs. V.M. Raw** be appointed Vice-Chairman (Deputy Mayor) of the Council for the municipal year 2011/12.

4. **NOTICE OF MEETING**

The notice convening the meeting was taken as read.

5. **APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors W.M. Blenkinsopp and Mrs. I. Hewitson.

6. **DECLARATIONS OF INTEREST**

There were no declarations of interest declared.

7. **ANNOUNCEMENTS**

The newly appointed Mayor, Councillor Mrs. M. Dalton, thanked the Council for her appointment.

She nominated the North East Army Benevolent Fund and local Town Charities as her Charities for her year in office.

A full list of civic calendar dates would be produced and circulated as soon as possible.

The Mayor presented the previous Mayor, Councillor Dorothy Bowman, with a memento from the Council to mark her year in office.

8. **MINUTES**

It was proposed by Councillor R.S. Fleming, seconded by Councillor J.D. Clare and

RESOLVED – that the minutes of the meeting of the Ordinary Meeting of the Council held on the **20th April 2011** be confirmed as a correct record and signed by the Chairman.

9. **MEMBERS' ATTENDANCES**

The Town Clerk submitted a list of members' attendances for the municipal year 2010/11.

RESOLVED – that the information be received.

10. **DISCLOSURE OF MEMBERS' ALLOWANCES 2010/11**

The Town Clerk submitted a report setting out allowances and expenses which had been paid to Elected Members during the financial year 2010/11.

RESOLVED – that the information be received.

11. **APPOINTMENT OF COMMITTEES**

The Council considered proposals in relation to standing committees of the Council:

RESOLVED – as follows:-

(1) **Environment Committee**

It was proposed by Councillor J.D. Clare and seconded by Councillor R.S. Fleming:

- (a) That an Environment Committee be appointed for the municipal year 2011/12.
- (b) That it comprise of 24 Members of the Council plus the Mayor and Deputy Mayor as Ex-Officio Members.
- (c) That the Membership of the Environment Committee be:

Councillors S. Bambridge, Mrs. D. Bowman, T.R. Bowman, Mrs. B.A. Clare, J.D. Clare, V. Crosby, B. Curtis, Mrs. M. Dalton, P. Ducker, R.S. Fleming, G.C. Gray, I. Gray, Mrs. J. Gray, B. Haigh, Mrs. S. Haigh, B. Hall, K. Henderson, T. Hogan, Mrs. K. Hopper, M. Iveson, Mrs. S.J. Iveson, W. Iveson, Mrs. A. Palmer, Mrs. E.M. Paylor, Mrs. V.M. Raw and A. Warburton.
- (d) That the Chairman of the Environment Committee for the municipal year 2011/12 be **Councillor V. Crosby**.
- (e) That the Vice-Chairman of the Environment Committee for the municipal year 2011/12 be **Councillor I. Gray**.

(2) **Recreation Committee**

It was proposed by Councillor J.D. Clare and seconded by Councillor R.S. Fleming:

- (a) That a Recreation Committee be appointed for the municipal year 2011/12.
- (b) That it comprise of 24 Members of the Council plus the Mayor and Deputy Mayor as Ex-Officio Members.

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

Councillors S. Bambridge, Mrs. D. Bowman, T.R. Bowman, Mrs. B.A. Clare, J.D. Clare, V. Crosby, B. Curtis, Mrs. M. Dalton, P. Ducker, R.S. Fleming, G.C. Gray, I. Gray, Mrs. J. Gray, B. Haigh, Mrs. S. Haigh, B. Hall, K. Henderson, T. Hogan, Mrs. K. Hopper, M. Iveson, Mrs. S.J. Iveson, W. Iveson, Mrs. A. Palmer, Mrs. E.M. Paylor, Mrs. V.M. Raw and A. Warburton.

- (d) That the Chairman of the Recreation Committee for the municipal year 2011/12 be **Councillor B. Hall**.

- (e) That the Vice-Chairman of the Recreation Committee for the municipal year 2011/12 be **Councillor M. Iveson**.

(3) **Policy and Resources Committee**

It was proposed by Councillor J.D. Clare and seconded by Councillor R.S. Fleming:

- (a) That a Policy and Resources Committee be appointed for the municipal year 2011/12.

- (b) That it comprise of 24 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 S. Bambridge, Mrs. D. Bowman, T.R. Bowman, Mrs. B.A. Clare, J.D. Clare, V. Crosby, B. Curtis, Mrs. M. Dalton, P. Ducker, R.S. Fleming, G.C. Gray, I. Gray, Mrs. J. Gray, B. Haigh, Mrs. S. Haigh, B. Hall, K. Henderson, T. Hogan, Mrs. K. Hopper, M. Iveson, Mrs. S.J. Iveson, W. Iveson, Mrs. A. Palmer, Mrs. E.M. Paylor, Mrs. V.M. Raw and A. Warburton.

- (d) That the Chairman of the Policy and Resources Committee for the municipal year 2011/12 be **Councillor R.S. Fleming**.

- (e) That the Vice-Chairman of the Policy and Resources Committee for the municipal year 2011/12 be **Councillor J.D. Clare**.

12. **ANNUAL CONSTITUTION REVIEW**

The Town Clerk submitted a report seeking members to consider for adoption revised parts of the Council's Constitution.

The report and appendices gave information on the changes proposed to the Council's Constitution with particular reference to the following changes:-

- (a) Article 1 – How the Council Operates
Changes to the "Public Participation" section and also to the "Council's Establishment".

- (b) Article 2 – Committee Structure
Amendments to the Structure of the Council’s Committees to include a new Planning Sub-Committee.
- (c) Article 3 – Powers and Duties of Committees
Changes to the powers and duties of the Environment Committee with regard to the consideration of planning matters.
- (d) Article 4 – Mayor’s Information Booklet
Changes to the permission of the wearing of the Mayoress/Consort Chain of Office.
- (e) Article 5 – Members’ Allowances Scheme
Change to the wording to the Withholding of Allowances.
- (f) Article 6A – Standing Orders – Relating to Proceedings and Business of the Council
Amendments to Public Participation at Meetings.
Changes in respect of the new planning arrangements.
Changes to the timescale for submitting questions / motions. (7 days).
- (g) Article 6B (Contracts and Procurement) and Article 7 – Financial Regulations
Previously approved at Council on the 20th April 2011.
- (h) Article 8 – Scheme of Delegation
Amendments to allow for new planning arrangements.
- (i) Articles 9, 10, 11, 12 – No amendments.
- (j) Article 13 – Strategies / High Level Documents / Service Plans
These are updated on an annual basis.
- (k) Article 14 – Council Policies
Minor amendments were approved to the Council Policy list at the meeting of the Policy and Resources Committee on the 13th April 2011 with the exception of the following two policies which would be further considered at a Personnel Sub-Committee:
- Capability and Disciplinary Policy
 - Sickness Absence Policy

RESOLVED – as follows:

- (i) That the report be received.
- (ii) That the amendments to the Council’s Constitution as outlined in the report be adopted with the exception of the following two policies which will be considered further at a meeting of the Personnel Sub-Committee:
- Capability and Disciplinary Policy
 - Sickness Absence Policy

13. **ADJOURNMENT OF COUNCIL MEETING**

It was moved by Councillor J.D. Clare, seconded by Councillor V. Crosby and

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

14. **RECONVENING OF COUNCIL MEETING**

It was moved by Councillor B. Hall, seconded by Councillor V. Crosby and

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

15. **OUTSIDE BODIES**

The Town Clerk submitted a report requesting the Council to nominate representatives on a number of outside bodies:

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

(a) Youth Council

There were 3 nominations for the 2 places on the Youth Council and it was agreed that the number of Council Representatives on the Youth Council be increased to 3 and that the following members be appointed:

Councillor V. Crosby, Mrs. K. Hopper and A. Warburton together with the Corporate and Policy Officer.

(b) County Durham Association of Local Councils

Councillors R.S. Fleming, J.D. Clare and the Town Clerk.

(c) Citizens' Advice Bureau

Councillor M. Iveson with Councillor B Hall as reserve.

(d) Woodham Village Community Association

Councillor Mrs. J. Gray and Councillor K. Henderson.

(e) Great Aycliffe and Middridge Partnership (AAP) Local Councils' Committee

Councillor R.S. Fleming, Councillor B. Hall and the Town Clerk.

(f) Countryside Volunteers

Councillors V. Crosby, I. Gray and A. Warburton.

(g) Larger Local Councils' Forum

Councillor R.S. Fleming and Councillor J.D. Clare and the Town Clerk.

(h) Lifelong Learning Committee

Councillors Mrs. D. Bowman, V. Crosby and R.S. Fleming.

(i) Normandy Veterans' Association

Councillor Mrs. M. Dalton.

(j) Newton Aycliffe Youth Centre

Councillor Mrs. K. Hopper.

(k) Aycliffe and District Bus Preservation Society – (2 Places)

It was proposed by Councillor J.D. Clare, seconded by Councillor B. Hall that Councillors Mrs. D. Bowman and I. Gray be nominated as representatives on this Society.

It was further proposed by Councillor P. Ducker, seconded by Councillor W. Curtis that Councillor B. Haigh be nominated as a representative on this Society.

As there are only 2 representatives previously requested for this Society it was agreed that the Town Clerk contact the Bus Preservation Society seeking an increase in the number of Council Representatives to three.

16. **MEETINGS 2011/12**

The Town Clerk submitted a suggested schedule of Council meeting dates for the municipal year 2011/12.

RESOLVED – that the dates be approved.

17. **COUNCIL INSURANCE ARRANGEMENTS REVIEW**

The Finance Manager submitted a report setting out for consideration the annual review of the Council's insurance arrangements, as required by the Council's approved Standing Orders.

RESOLVED – that the annual review of the Council's insurance arrangements be approved.

18. **LEADER AND DEPUTY LEADER**

It was reported that for the Municipal Year 2011/12 the Leader would be Councillor R.S. Fleming and the Deputy Leader would be Councillor J.D. Clare.

CHAIRMAN.