
SEDGEFIELD TOWN COUNCIL

Minutes of the proceedings of the **ANNUAL GENERAL MEETING** of the **Council** held at **7 p.m.** in the **Council Offices**, Sedgefield, on **Monday 15th May 2017**



Present **Cllr. Mel Carr (Chairman)**

Cllrs. Allan Blakemore, David Brown, Mark Cant, Vanessa Carmichael, Jo Elliott, Alda Hummelinck, Chris Lines, Julie Towler, Alf Walton and Gloria Wills

Officer Dr. Jane Ayre (Town Clerk)

1. Election of Chairman of Sedgefield Town Council

The current Chairman, Cllr. Mel Carr welcomed everyone to the meeting. The Clerk then proceeded to invite nominations for the post of Chairman.

Cllr Mel Carr was proposed and seconded by Cllrs Chris Lines and Allan Blakemore.

RESOLVED:

Cllr. Mel Carr was unanimously elected Chairman of the Town Council for the Civic Year 2017/2018 and took over the Chairmanship for the rest of the AGM from this point.

2. Declaration of Acceptance of Office of the Chairman

RESOLVED:

The newly elected Chairman, Cllr. Mel Carr, signed the Declaration of Acceptance of Office of Chairman which was also witnessed and signed by the Council's Town Clerk.

Cllr Mel Carr thanked fellow Cllrs and said he looked forward to continuing this role in 2017/18.

3. Apologies

None.

4. Election of Vice-Chairman of the Town Council

Cllr Gloria Wills was proposed and seconded by Cllrs Alf Walton and Mark Cant.

RESOLVED:

Cllr Gloria Wills was unanimously appointed Vice-Chairman of the Town Council.

5. Election of the Mayor of the Town Council

Cllr David Brown was proposed and seconded by Cllrs Allan Blakemore and Gloria Wills.

RESOLVED:

Cllr David Brown was unanimously appointed Mayor of Sedgefield for the Civic Year 2017/2018.

Cllr Brown thanked fellow Cllrs and said he would do his utmost to serve Sedgefield to the best of his ability for the Town and its residents. Cllr Brown was applauded by other Cllrs and Cllr Wills said his appointment was well deserved after all his service to the Town Council.

6. To confirm the Chair's Allowance as £1,000 for 2016 / 2017

(In pursuance of Section 15 (5) of the Local Government Act 1972)

RESOLVED

- i) To confirm the Chair's Allowance as £1,000 for 2017 / 2018.**
- ii) To transfer this allowance to the Mayor (as per previous financial years using the General Power of Competence).**

7. Procedures

a) To adopt

i) Standing Orders for 2017/2018

The proposed Standing Orders for 2017/2018 had been circulated prior to the meeting.

RESOLVED

To adopt the 2017 / 2018 Standing Orders as circulated.

ii) Financial Regulations 2017/2018

The proposed Financial Regulations for 2017/18 had been circulated prior to the meeting.

RESOLVED

To adopt the 2017/2018 Financial Regulations as circulated.

iii) Delegation Scheme 2017/2018

The proposed Delegation Scheme for 2017/18 had been circulated prior to the meeting.

RESOLVED

To adopt the 2017/18 Delegation Scheme as circulated.

iv) Council Debt Policy 2017/18

The proposed Council Debt Policy for 2017/18 had been circulated prior to the meeting.

RESOLVED:

To adopt the 2017/18 Council Debt Policy as circulated.

b) To confirm eligibility to use the General Power of Competence 2016/17

The Clerk reported that following the recent election the Town Council met the criteria under the General Power of Competence (Prescribed Conditions) Order 2012 to be eligible to use the General Power of Competence, a Power which had been used by the Council over the previous four years of office.

RESOLVED:

To re-affirm the Town Council's use of the General Power of Competence for the Council's current term of office.

8. Committees

RESOLVED

The following Chairs, Vice-Chairs and membership were agreed:-

a) Policy & Resources (P&R)

Chair:

Cllr Gloria Wills was proposed and seconded by Cllrs Alf Walton and Vanessa Carmichael. This was agreed unanimously.

Chair of P&R: Cllr Gloria Wills.

Vice Chair:

Cllr Mel Carr was proposed and seconded by Cllrs Gloria Wills and Mark Cant. This was agreed unanimously.

Vice Chair of P&R: Cllr Mel Carr

Membership of P&R:

Cllrs. Allan Blakemore, David Brown, Vanessa Carmichael, Mark Cant, Jo Elliott, Alda Hummelinck, Chris Lines, Julie Towler and Alf Walton.

b) Environment

Chair:

Cllr Alf Walton was proposed and seconded by Cllrs Gloria Wills and Mark Cant. This was agreed unanimously.

Chair of Environment: Cllr Alf Walton

Vice Chair of Environment:

Cllr Mark Cant was proposed and seconded by Cllrs Alf Walton and Mel Carr. This was agreed unanimously.

Vice Chair of Environment: Cllr Mark Cant

Membership of Environment:

Cllrs. Allan Blakemore, David Brown, Vanessa Carmichael, Mel Carr, Jo Elliott, Alda Hummelinck, Chris Lines, Julie Towler and Gloria Wills

c) **Community Development and Engagement:**

Chair of Community Development & Engagement:

Cllr Allan Blakemore was proposed and seconded by Cllrs Chris Lines and Gloria Wills.
This was agreed unanimously.

Chair of Community Development and Engagement: Cllr Allan Blakemore

Vice Chair of Community Development & Engagement:

Cllr Chris Lines was proposed and seconded by Cllrs Allan Blakemore and Vanessa Carmichael. This was agreed unanimously.

Vice Chair of Community Development and Engagement: Cllr Chris Lines

Membership of Community Development & Engagement:

Cllrs. David Brown, Mark Cant, Vanessa Carmichael, Mel Carr, Jo Elliott, Alda Hummelinck, Julie Towler, Alf Walton and Gloria Wills

d) **Sedgefield Extra:**

Chair of Sedgefield Extra:

Cllr Chris Lines was proposed and seconded by Cllrs Alf Walton and Mel Carr. This was agreed unanimously.

Chair of Sedgefield Extra: Cllr Chris Lines

Vice Chair of Sedgefield Extra:

Cllr Jo Elliott was proposed and seconded by Cllrs Chris Lines and Gloria Wills. This was agreed unanimously.

Vice Chair of Sedgefield Extra: Cllr Jo Elliott

Membership of Sedgefield Extra:

Cllrs. Allan Blakemore, David Brown, Mark Cant, Vanessa Carmichael, Mel Carr, Alda Hummelinck, JulieTowler, Alf Walton and Gloria Wills

e) **Community Chest:**

Chair of Community Chest:

Cllr Vanessa Carmichael was proposed and seconded by Cllrs Alf Walton and Mel Carr.
This was agreed unanimously.

Chair of Community Chest: Cllr Vanessa Carmichael

Vice Chair of Community Chest:

Cllr Julie Towler was proposed and seconded by Cllrs Gloria Wills and Mel Carr. This was agreed unanimously.

Vice Chair of Community Chest: Cllr Julie Towler

Members:

Cllrs. Allan Blakemore, David Brown, Mark Cant, Mel Carr, Jo Elliott, Alda Hummelinck, Chris Lines, Alf Walton and Gloria Wills

f) **Personnel**

As per the Standing Orders the Chair and Vice-Chair of the Personnel are the same as the P & R Committee. The Clerk pointed out that as Cllr Mel Carr is also Chair of the Council he cannot hold the position of Vice Chair of Personnel. This had position had been resolved in 2016/17 by Cllr Allan Blakemore taking on the role of Vice Chair of Personnel. Cllr Gloria Wills proposed Cllr Blakemore retain this role in 2017/18 and this was seconded by Cllr Alf Walton. This was unanimously agreed.

Chair: Cllr Gloria Wills

Vice Chair: Cllr Allan Blakemore

Members:

Cllrs. Jo Elliott, Alda Hummelinck, JulieTowler and Alf Walton.

It was noted that Personnel Committee meetings are scheduled as required and previously these have taken place during the day. While there will still be instances, depending upon the urgency of matters to be considered, to schedule such meetings during the day efforts will be made to schedule such meetings prior to Committee meetings on Monday evenings.

9. Representatives to External Groups and Organizations

RESOLVED

To appoint representatives as over.

10. To confirm the current Working Groups.

The Clerk reminded Cllrs that Working Groups are open to all Cllrs. Cllr Alf Walton stressed the importance of those Cllrs putting their names forward to joining these Groups actually then attending and participating in the work.

RESOLVED

- i) To create a Butterwick Road Cemetery Working Group.**
- ii) To confirm the current Members of the Working Groups as over.**
- iii) Each Working Group, at its next meeting, to review its terms of reference and agree its priorities/workload for the remainder of the financial year with an update report being presented to the relevant Council Committee thereafter.**

11. To approve the dates and times of the Monthly and committee meetings for the forthcoming year

RESOLVED

To approve the dates of the meetings for the forthcoming civic year as circulated prior to the meeting.

12. To nominate Honorary Freeman

There were no nominations for Honorary Freeman.

The Chair thanked everyone for attending and closed the meeting at 7.45p.m.

| External Body | Representatives for 2017 |
|--|--|
| SCA – Observers to CIO Board | <i>Cllrs. Allan Blakemore and Mel Carr</i> |
| Sedgefield Twinning Assoc. | <i>Cllrs. Allan Blakemore and Alda Hummelinck</i> |
| Crime Prevention / N. Watch and PACT | <i>Cllrs. Allan Blakemore and Gloria Wills</i> |
| EDRC Local Council Committee AAP | <i>Cllrs. Mel Carr, Allan Blakemore + the Clerk</i> |
| CDALC AGM (Co Durham Assoc of Local Councils) | <i>Cllr Allan Blakemore (Cllr Gloria Wills as reserve) + the Clerk</i> |
| Police Consultative Group | <i>Cllr Allan Blakemore</i> |
| Pubs Partnership | <i>Cllrs. Allan Blakemore and Mel Carr</i> |
| NETPark | <i>Cllr Chris Lines</i> |
| Sedgefield Development Trust | <i>Cllr Mel Carr</i> |
| Sedgefield Charities * | <i>Cllrs Allan Blakemore</i> |
| <i>* Note: The Sedgefield Charities review their membership every 4 years.</i> | |
| Sedgefield in Bloom | <i>Open to all Cllrs Note: The Clerk to write to the Bloom Group asking if they would find it beneficial to have a standing Town Council representative to continue the Bloom Champion role previously held by Cllr Ian Sutherland</i> |
| Sedgefield 700+ | <i>Open to all Cllrs</i> |
| Staff Complaints | <i>Cllrs. Allan Blakemore, Mark Cant, Vanessa Carmichael, Jo Elliott</i> |
| Staff Appeals | <i>Cllrs Mel Carr, Alda Hummelinck, Chris Lines, Julie Towler, Alf Walton and Gloria Wills</i> |
| Larger Local Councils | <i>Cllrs. Allan Blakemore, Gloria Wills + the Clerk.</i> |

Current Council Working Groups:

| | Committee | Members |
|--|------------------|---|
| Estates | P & R | <i>Cllrs. Allan Blakemore, Mel Carr, Vanessa Carmichael, Julie Towler, Alf Walton, Gloria Wills</i> |
| Policy & Records Management | P & R | <i>Cllrs. Mel Carr, Jo Elliott, Alf Walton, Gloria Wills</i> |
| Finance | P&R | <i>Cllrs. Allan Blakemore, David Brown, Mel Carr, Alf Walton, Gloria Wills</i> |
| Fireworks | CD&E | <i>Cllrs. Allan Blakemore, Mel Carr, Alf Walton, Gloria Wills</i> |
| Youth | CD&E | <i>Cllrs Vanessa Carmichael, Mel Carr, Jo Elliott, Alda Hummelinck, Chris Lines, Julie Towler, Gloria Wills</i> |

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| | | (Note: this Group as it develops will also include external membership and youth representatives) |
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Additional Working Group:

| | Committee | Members |
|---------------------------------|------------------|--|
| Butterwick Road Cemetery | P & R | Cllrs. Allan Blakemore, Mel Carr, Vanessa Carmichael, Julie Towler, Alf Walton, Gloria Wills |