

MINUTES
OF THE
ORDINARY MEETING
OF
INGLEBY BARWICK TOWN COUNCIL
HELD ON
WEDNESDAY 20TH APRIL 2016
AT
INGLEBY BARWICK COMMUNITY HALL
HARESFIELD WAY
INGLEBY BARWICK

MINUTES TAKEN AND PREPARED BY
PAULA M. HALL
CLERK TO THE TOWN COUNCIL

INGLEBY BARWICK TOWN COUNCIL

**MINUTES of the ORDINARY MEETING of INGLEBY BARWICK TOWN COUNCIL
held at Ingleby Barwick Community Hall, Haresfield Way, Ingleby Barwick on
Wednesday 20th April 2016 at 7.00 p.m.**

PRESENT: **Chairman/Town Mayor:** Councillor Stefan Barnes.

Vice Chairman/Deputy Town Mayor: Councillor Tom Bowman.

Councillors: James Emmerson, Philip English, Ann Kenyon,
Megan Patterson, Ross Patterson, Jenny Rutland, Ted Strike and
Sally Ann Watson.

OFFICER: Paula M. Hall, Clerk/Responsible Financial Officer.

IN ATTENDANCE: Ward Councillor Sally Ann Watson I.B. East
Ward Councillor Ross Patterson I.B. West

Helen Dobson Enforcement Service

2 Members of the public were present at the meeting.

HOUSEKEEPING

The Chairman advised those present of the emergency escape procedures.

262.15-16 NOTICE OF MEETING

Public Notice of the meeting had been given in accordance with Schedule 12, para. 10(2) of the Local Government Act 1972, which was noted.

263.15-16 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Allan Mitchell and Cheryl Thomas.

Councillor Sally Ann Watson would be arriving late due to meeting commitments at Stockton-on-Tees Borough Council (S.B.C.).

Chairman.....

SIGNED: Wednesday 21st September 2016

264.15-16 CODE OF CONDUCT.

Declaration of interests

Councillor Stefan Barnes declared a personal/non prejudicial interest in the following:

Agenda Item No. 11

Proposed Community Centre, The Rings

Member of the Working Group.

Councillor Tom Bowman declared a personal/non prejudicial interest in matters concerning the following:

Agenda Item No. 14

Eastern Area Transport Strategy 2016/2017

Represents the Town Council on the Eastern Locality Forum who are Members of the Steering Group.

Agenda Item No. 16

Garden Competition 2016

Previously taken the photographs and prepared the posters.

Councillor James Emmerson declared a personal/non prejudicial interest in the following:

Agenda Item No. 11

Proposed Community Centre, The Rings

Member of the Working Group.

Agenda Item No. 15

Bake Off Competition 2016

Member of the Working Group.

Ingleby Barwick Community Hall

Town Council representative on the Management Committee.

Chairman.....

SIGNED: Wednesday 21st September 2016

Councillor Philip English declared a personal/non prejudicial interest in the following:

Agenda Item No. 11

Proposed Community Centre, The Rings

Member of the Working Group.

Councillor Ann Kenyon declared a personal/non prejudicial interest in the following:

Ingleby Barwick Community Hall

Town Council representative on the Management Committee.

I.B. Divorced/Widowed Social Group

Member of the Group.

Councillor Megan Patterson declared a personal/non prejudicial interest as her father is a Member of S.B.C.

Councillor Megan Patterson also declared a personal/non prejudicial interest in the following:

Agenda Item No. 11

Proposed Community Centre, The Rings

Member of the Working Group.

Agenda Item No. 15

Bake Off Competition 2016

Member of the Working Group.

Councillor Ross Patterson declared a personal/non prejudicial interest in all items involving his role as an S.B.C. Ward Councillor.

Councillor Jenny Rutland declared a personal/non prejudicial interest in the following:

Ingleby Barwick Community Hall

User Group representative on the Management Committee.

I.B. Over 50's Group

Secretary of the Group.

Chairman.....

SIGNED: Wednesday 21st September 2016

Councillor Ted Strike declared a personal/non prejudicial interest in the following:

Agenda Item No. 14

**Eastern Area Transport Strategy
2016/2017**

Represents the Town Council on the Steering Group.

Agenda Item No. 15

Bake Off Competition 2016

Member of the Working Group.

Ingleby Barwick Community Partnership (IBCP) - Chairman of IBCP.

Councillor Sally Ann Watson declared a personal/non prejudicial interest in all items involving her role as an S.B.C. Ward Councillor.

Councillor Watson also declared a personal/non prejudicial interest in the following:

Agenda Item No. 15

Bake Off Competition 2016

Member of the Working Group.

**Ingleby Barwick Community
Hall**

Town Council representative on the Management Committee.

Any matters concerning or in relation to Fix It DIY & Hardware Ltd., Ingleby Barwick.

Member of the Parent Teacher Association at Barley Fields Primary School.

No further interests were declared.

No requests for dispensations had been received.

Councillors were reminded to update their Register of Interest Forms, as and when required.

Chairman.....

SIGNED: Wednesday 21st September 2016

265.15-16 MINUTES OF THE FOLLOWING MEETINGS:

Special Meeting of the Town Council held on 27th January 2016

Minutes of the Ordinary Meeting of the Town Council held on 17th February 2016

Minutes of the Ordinary Meeting of the Town Council held on 16th March 2016

This item was deferred pending availability of the draft minutes.

266.15-16 INGLEBY BARWICK NEIGHBOURHOOD POLICE TEAM.

No representative was present.

267.15-16 INGLEBY BARWICK ENFORCEMENT SERVICE.

Councillor Sally Ann Watson arrived at the meeting during consideration of this item.

The Chairman invited Helen Dobson, Enforcement Officer to address the meeting.

Helen provided an overview of matters which had been dealt with or were continuing to be dealt with.

Particular reference was made to the incidence of ASB in the vicinity of the shopping areas.

It was noted that parking on grass verges continues to be a problem.

A general discussion took place and various comments were raised.

Helen Dobson was thanked for the information provided. Helen left the meeting at this point.

Chairman.....

SIGNED: Wednesday 21st September 2016

268.15-16 INGLEBY BARWICK ENFORCEMENT SERVICE – Service Level Agreement (SLA) 2016/2017.

It was agreed that the SLA be considered and signed in the new Council Year commencing May 2016.

269.15-16 PUBLIC PARTICIPATION.

No matters were raised.

270.15-16 MATTERS ARISING AND UPDATES.

No matters were raised.

271.15-16 PROPOSED COMMUNITY CENTRE, THE RINGS.

A brief update was provided.

Reference was made to timescales involved, however there are a number of matters to be progressed at this stage so it is difficult to predict dates.

The matter is continuing to be progressed.

273.15-16 WELCOME SIGNS AND ENHANCEMENT OF THE ENTRANCES INTO INGLEBY BARWICK.

No further update was available as information is still awaited from the Dept. of Transport.

A general discussion took place with regard to erecting the flagpole for Yorkshire Day which is held annually on 1st August. This was noted.

274.15-16 ANNUAL RISK ASSESSMENT AND REVIEW OF THE EFFECTIVENESS OF THE SYSTEM OF INTERNAL AUDIT 2015/2016.

The Clerk referred to the Town Council's 'Review of the Effectiveness of the System of Internal Control and the Management of Risk (Annual Risk Assessment).

Chairman.....

SIGNED: Wednesday 21st September 2016

The Town Council considered the Risk Assessment and Management Report for 2015/2016.

The Town Council reviewed each risk identified and considered the management of the risk as laid out in the Report.

No additional risks were identified.

IT WAS RESOLVED that having reviewed the Town Council's 'Effectiveness of its System of Internal Control and the Management of Risk' as identified in the Report, the Report be accepted and approved. Any comments and actions contained within the report to be initiated.

REVIEW OF THE EFFECTIVENESS OF THE SYSTEM OF INTERNAL AUDIT 2015/2016.

The Clerk referred to Ingleby Barwick Town Council 'Procedure for Carrying out of Internal and External Audits', a copy of which had been provided to Members.

The procedure was reviewed and no comments were raised.

IT WAS RESOLVED that having reviewed the Town Council's effectiveness of the system of internal audit 2015/2016, the 'Procedure for the Carrying out of Internal and External Audits' be accepted and approved.

275.15-16 EASTERN AREA TRANSPORT STRATEGY 2016/2017, SCHEMES FOR CONSIDERATION.

IT WAS RESOLVED that the following schemes be submitted for consideration:

- Beckfields Avenue, Ingleby Barwick - Road Safety Issues - speeding on the bends in the road.
The Town Council would be advised by S.B.C. officers in respect of required road safety measures.

Chairman.....
SIGNED: Wednesday 21st September 2016

- Brecon Crescent, Ingleby Barwick - Road Safety Issues - playing of ball games.
The Town Council would be advised by S.B.C. officers in respect of required road safety measures, in respect of barriers being erected to prevent balls going onto the road etc.
- Leven Bank - pedestrian safety - Footpath provision.

276.15-16 'BAKE OFF' COMPETITION 2016.

IT WAS RESOLVED that the Working Group consists of Councillors James Emmerson, Megan Patterson, Ted Strike and Sally Ann Watson. Assisted by the Clerk.

The suggested date for the competition is Sunday 20th November 2016, 1 pm - 4 pm at All Saints Academy (if available).

The competition to be progressed.

277.15-16 INGLEBY BARWICK GARDEN COMPETITION 2016.

IT WAS RESOLVED that a Working Group be established to look at re-launching the competition. The Group to consist of Councillors Tom Bowman, Ann Kenyon, Jenny Rutland and Sally Ann Watson. Assisted by the Clerk.

278.15-16 FINANCE.

Current Balance Sheet

Members were provided with a summary of the balances in each of their accounts. A copy of the End of Year Accounts for 2015/2016 to be provided in due course.

Accounts due for Payment

IT WAS RESOLVED that the standard monthly accounts be approved for payment.

Chairman.....

SIGNED: Wednesday 21st September 2016

279.15-16 PLANNING APPLICATIONS.

(a) Planning Applications - Registered with S.B.C. in Feb/March 2016.

It was noted that the Clerk had circulated to Members the list of planning applications registered with S.B.C. for the months of Feb/March 2016.

Reference was made to the comments which had been submitted to S.B.C.

IT WAS RESOLVED that the comments be noted.

(b) Planning Applications - S.B.C. Delegated Decisions in Feb/March 2016.

The Clerk had also circulated the list of delegated decisions made during the months of Feb/March 2016.

IT WAS RESOLVED that the decisions be noted.

280.15-16 CORRESPONDENCE.

The correspondence received was noted.

281.15-16 TO RECEIVE ITEMS FOR INFORMATION AND CONSIDERATION FOR THE NEXT AGENDA.

Standing items to remain on the Agenda.

282.15-16 DATE OF ANNUAL PARISH/TOWN MEETING 2016.

The annual assembly of the Town Meeting for the parish of Ingleby Barwick is scheduled to take place on Wednesday 11th May 2016 at Ingleby Barwick Community Hall commencing at 7.00 p.m.

Chairman.....

SIGNED: Wednesday 21st September 2016

283.15-16 DATE OF MAY 2016 ANNUAL MEETING OF THE TOWN COUNCIL.

The Annual Meeting of the Town Council is scheduled to take place on Wednesday 18th May 2016 at Ingleby Barwick Community Hall, Haresfield Way, Ingleby Barwick commencing at 7.00 p.m.

The Chairman thanked everyone for their attendance and closed the meeting.

Chairman.....
SIGNED: Wednesday 21st September 2016