

TOW LAW TOWN COUNCIL

Minutes of a meeting of the Tow Law Town Council held on Tuesday 18th June 2024, commencing at 6.30pm in the Community Centre, Tow Law.

PRESENT: Councillors F. Nicol (Chair), , M. Craggs, K. Duffy, M. Dyer, J. Fowler, J. Gale, and E. Mather.

ALSO PRESENT: County Councillor R. Manchester and G. F. Smith (Clerk).

147/24 APOLOGIES

Apologies received from Councillors T. Bland, P. Eastwood, P. Stokes and D. Willock.

148/24 DECLARATION OF INTERESTS

Councillor Nicol declared an interest in agenda items No.8 Report by the Chair and Vice Chair, and agenda item no. 12 Tow Law Food Bank.

Councillor Craggs declared an interest in agendas items Nos 9 Allotments, No 11 Tow Law Community Association and item No. 12 Tow Law Food Bank

149/24 MINUTES OF THE MEETING OF ELECTORS HELD ON 21st MAY 2024.

The minutes were agreed and signed by the Chair.

150 MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 21st MAY 2024

The minutes were agreed subject to the following amendment:-

“Risk Assessment Statement 2024 -Finance be moved to the High Risk due to the inadequacies of the resources and to be discussed at a future Town Council meeting”.

151/24 MINUTES OF THE ORDINARY MEETING HELD ON 21st May 2024

The minutes were agreed and signed by the Chair.

152/24 ACTION LIST

The Action List was circulated to all Councillors prior to the meeting, they were agreed. Clerk agreed to review future reports and amend accordingly.

153/24 COMMUNITY FUND

The Clerk had discussed with the applicant and reported that the group had previous funds to build “the house”. An e-mail had been circulated to all Councillors for information. Members agreed to donate £250.00 towards the Art Exhibition.

Signed.....Chair

153/24 COMMUNITY FUND (continued)

The Clerk read out the following re- applications:-

Tow Law Art Group the Clerk had met with the organiser and there is a minimum of 12 attending classes regularly. Members agreed to donate £150.00 from the Community Fund towards this project..

Tow Law Glass Group had applied for £250.00 to purchase a printing press, and would make contributions themselves to make up the balance.

Members agreed to donate £250.00 towards this project.

154/24 JOINT REPORT BY THE CHAIR AND VICE CHAIR

- Attended AAP meeting.
- Attended PACT meeting.

155/24 ALLOTMENTS

Changes to the agreement (pigeon lofts), still outstanding, also waiting past agreements for alterations to clauses/site updates etc, and report to the next Town Council meeting.

156/24 LAND REAR OF HIGH STREET, TOW LAW

Fillings to the potholes (was still outstanding), but the Contractor would carry out the work as soon as possible. A caravan was parked on the car park area and “fly-tipping”(builders rubble) had taken place on the site, this has now been removed from site and a litter pick completed recently.

157/24 TOW LAW COMMUNITY CENTRE

Councillor Nicol updated the meeting that the Centre was still very busy.

158/24 TOW LAW FOOD BANK

Councillor Nicol updated the meeting that the Food Bank was still very busy.

159/24 ANNUAL RETURN DOCUMENTS FOR THE YEAR ENDED 31st MARCH 2024

Members would agree the following documents:-

- Internal Audit Report 2023/24
- Annual Governance Statement 2023/24
Answer “YES” to questions 1 to 8 and n/a to question 9
- Accounting Statements 2023/24
- Expenditure Report 1st April 2023 to 31st March 2024
Total £75,212.02
- Income Report 1st April 2023 to 31st March 2024
Total £51,124.02

Signed.....Chair

160/24 POLICE /PACT/SPEEDWATCH – No Reports

161/24 COUNTY COUNCILLOR’S REPORT -

County Councillor Manchester reported on the following:-

- Due to Election Period – No report.

162/24 REPRESENTATION BY RESIDENTS – None received.

163/23 BANK ACCOUNT (on-line banking) –

Councillor Nicol. And Fowler now in the hands of the Co-operative Bank. Should be “live” from end of July 2024.

164/24 CCTV IN TOW LAW - No Updates.

165/24 TOW LAW MILLENNIUM GREEN

Declaration of Trust Document – Forms sent to the Charity Commission

Charity Commission document – to complete and forward onto the Charity Commission.

Barclays Bank Account – Councillor Gale to sign the authorisation letter to Barclays Bank PLC

Inspection of Play Area – details received from County Council cost £590.00 per annum. Cost received from Sovereign Play for £399.00 (on off payment for 5 years cover with 2 operational inspections per year with a report. Members agreed to proceed with operational inspections by Sovereign Play.

166/24 PLANNING MATTERS No applications received

167/24 ACCOUNTS FOR PAYMENT

Accounts 15 to 20; value £3543.90 be approved for payment.

168/24 ROAD SAFETY- COUNCILLOR WILLOCK

Councillor Nicol updated the meeting, the following were still outstanding:-

- Police survey completed.
- Agreement has been reached on repainting the road with a sign “dangerous corner”.to be completed.

Signed.....Chair

169/24 BEEHIVE COKE OVENS

The gorse plants had been treated and trimmed back..

170/24 FUNDING OPPERTUNITIES No updates

171/24 THE SKILL MILL – COUNTY DURHAM YOUTH JUSTICE SERVICE

Millennium Green – 10 metres of trench work exposed, Skill Mill to advise on costs ASAP.

172/24 D DAY 80 6th JUNE 2024

Councillor Nicol provided an update report on the Fish & Chips and funding. Event went well.

“VE Day 2025” – to be placed on the agenda for the next Town Council meeting.

173/24 CLERK’S REPORT

The Clerk reported on the following:-

- E-mail management – The Clerk reported on the update of funding for .gov.uk from WJP Software Ltd:-
 - Registration and set-up (domain name) £70.00 plus VAT
 - E=mail set up – standard e-mails accessed by the web (standard e-mails up to 20 accounts) £150.00 plus VAT.
 - *NOTES £100 discount to be applied
 - E-mail address cost is an annual cost.
- Members agreed for the Clerk to contact the Company and place an order for the above items.

174/24 MEMBERS REPORTS

Councillor Nicol:-

- Flower Beds in High Street.
- Would like to record the thanks to Brian Fowler and staff for assisting with the lighting of the beacon at the D Day celebrations.
- State of path at ex Bonds Foundry.

175/24 DATE OF NEXT MEETING

Tuesday 16th July 2024 in the Community Centre, commencing at 6.30pm

Signed.....Chair

CONFIDENTIAL ITEM

176/24 Clerk's Revised working pattern

Item to be discussed at the next Town Council meeting

The meeting finished at 7.22pm

Signed.....Chair