

Town Clerk & RFO: Miss Dee Smith
Chairman: Councillor Helen Atkinson
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TS23 2LN

TO: All Members of Billingham Town Council

You are summoned to attend the next Full Council meeting to be held on Tuesday 26th November 2024 at 6.30pm in the Main Hall at Billingham Community Centre, The Causeway, Billingham.

The Agenda for the meeting is set out below.

Miss Dee Smith
Town Clerk/RFO to Billingham Town Council

20th November 2024

OPEN SESSION (6.30pm to 7pm)

The Chair to invite members of the public present to put questions to or draw relevant matters to the attention of the Town Council, prior to the commencement of business. This is for a period of 30 minutes overall and is limited to no more than 5 minutes per person.

AGENDA (7pm)

1. CHAIRMAN'S ANNOUNCEMENTS

- Housekeeping.

2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3. DECLARATIONS OF INTEREST

Members to inform the Chairman/Committee of any Declarations of Interest for matters set out within this agenda.

4. MINUTES OF PREVIOUS FULL COUNCIL MEETING

To approve the minutes of the meeting held on 24th September 2024 as a true and accurate record (see appendix A – draft minutes 24th September 2024).

5. STOCKTON BOROUGH COUNCIL WARD COUNCILLOR UPDATES

Verbal updates will be given on the night.

6. REPRESENTATION ON OUTSIDE BODIES

ORGANISATION	COUNCILLOR
Cleveland Local Council Association	Cllr C Besford
Billingham Environmental Link Programme	Cllr Scollen
Billingham Legacy Foundation	Cllr McCall
Billingham Community Partnership	Cllr C Besford
Billingham International Festival of Festival of World Dance	Cllr Snead
Catalyst Health & Wellbeing Committee	Cllr Shotton
Port Clarence in Bloom	Cllr Lacey
Clarences Community Partnership	Cllr Lacey
Stockton Volunteers Coordinators Forum	Town Council Officer
The Voice Forum	Cllr Scollen
Stockton Housing Forum/The Energy Advice Forum	Cllr Bendelow
Stockton Funders Forum	Town Council Officer
CCIN	Cllr C Besford
Stockton & District Citizens Advice & Information Service	Cllr M Besford
Infinity Partnership	Cllr Scollen
Youth Providers Forum	Cllr Snead
NALC	Cllr C Besford
Friends of St Cuthberts	Cllr A Gilburt

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7. DATE & TIME OF NEXT MEETING

The next Full Council meeting takes place on Tuesday 21st January 2025 at 6.30pm in the main hall at Billingham Community Centre.

8. EXCLUSION OF PRESS & PUBLIC

Members are asked to pass the following resolution:

"That under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting during the disclosure of the following item on the agenda as it involves the likely disclosure of exempt information as defined in Part 1 of schedule 12A in the 1972 Act as indicated below"

Business Matters

- a. Café in the Park lease – previously circulated via email to all members.
- b. Business proposal – the Town Clerk will give a verbal update on the night.

Miss Dee Smith

Town Clerk/Responsible Financial Officer to Billingham Town Council
20th November 2024

PLEASE BE ADVISED:

With the exception of any item identified above as containing exempt or confidential information under the Local Government Act 1972 Section 100A(4), members of the public are entitled to attend this meeting and/or have the access to the agenda papers. These can be found on the Town Council website www.billingham-tc.gov.uk

Filming, Photographing or Audio Recording of the Town Council meeting may take place. The Town Council accepts no liability for any material created by those filming, photographing, or recording the meeting.

Persons wishing to obtain any further information on this meeting, including the opportunities available for a member of the public to speak at the meeting or for details of access to the meeting for people with disabilities, please contact Miss Dee Smith, Town Clerk via dee.smith@billingham-tc.gov.uk or telephone 01642 551171.

BILLINGHAM TOWN COUNCIL

DRAFT MINUTES OF THE FULL COUNCIL MEETING

TUESDAY 24th SEPTEMBER 2024 AT 7PM

HELD IN THE MAIN HALL, BILLINGHAM COMMUNITY CENTRE

Present: Councillors Atkinson
 Leckonby
 Gilbert
 Hedley
 Lacey
 Bendelow
 Stoker

Apologies: Councilor G McCall (Personal)
 Councillor A McCoy (Personal)
 Councillor C Besford (Personal)
 Councillor M Besford (Personal)
 Councillor Scollen (Personal)
 Councillor G Snead (Personal)
 Councillor D Forrest (No apologies received)
 Councillor M Shotton (No apologies received)

Officials: Miss Dee Smith - Town Clerk/RFO
 Miss Vicky Lloyd, Deputy Town Clerk

Stockton on Tees Borough Council (SBC) Councillors Marcus Vickers, Katie Weston and Paul Weston, and 9 members of the public were also present.

The meeting commenced at 7.20pm.

74/24 CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed everyone present and announced the following:

- Housekeeping

75/24 DECLARATIONS OF INTEREST

There were no declarations on this occasion.

76/24

MINUTES OF THE PREVIOUS FULL COUNCIL MEETING

Members were asked to approve the minutes of the Full Council meeting held on 25th June 2024 as a true and accurate record.

RESOLVED

That the above minutes, a copy which has previously been circulated to each member, be approved, and signed as a correct record by the Chairman.

77/24

STOCKON BOROUGH COUNCIL (SBC) WARD COUNCILLOR UPDATES

The following updates were given:

Billingham North

- Following a request from a local resident, currently working towards installing a Community Public Access Defibrillator near High Grange field;
- Next ward walkabout with local PCSO week commencing 7th October 2024;
- Next ward surgery is 7pm at High Grange Community Centre on Thursday 3rd October 2024. PCSO will be in attendance;
- Aware of a recent spate of vehicle crime across the area and liaising with police on this;
- New signage due to be installed at Haydon Green play area to discourage dog fouling;
- New lines being painted at Hepple Close to improve residents parking;
- Ward newsletter just been printed and will be delivered over the next few week.

Billingham East

- Working with police and Enforcement tackling crime and antisocial behaviour;
- Next ward surgery is 11th October 2024;
- Bread and Butter every Wednesday at the New Life Centre, 1pm;
- New Post Office at Low Grange Shops;
- Dealing with issues with overgrown trees;
- Work commencing on Low Grange Working Club;
- Receiving regular updates on the proposed Sports Hub;
- The Town Council has taken over the Low Grange Community Centre.

Billingham Central

No update.

Billingham South

- Parking issues still ongoing on Belasis Avenue, working on a solution;
- Ongoing issues on New Road, lots of HGV's using the road, looking at a solution;
- Ongoing issues with no direct bus from Port Clarence to Billingham. Having discussions with Stagecoach re: timing services to meet others that are going to Billingham. A questionnaire has been sent to all residents, data has been collated and sent to Stagecoach;
- Looking into creating a pedestrian area in the middle of the road at Mill lane to enhance safety and reduce vehicle speeds. A new play area is being installed in that area;
- Involvement with the Friends of St Cuthbert's re: the possible closure of St Cuthbert's Church;

Billingham West

- Looking for volunteers for Community Speed Watch;
- Dealing with parking issues at Priors Mill;
- New bench installation;
- Crime surgery took place with Police and Enforcement, issues with off road bikes and parking;
- Antisocial behaviour and various crime happening at Bradley House Farm;
- Supporting Wolviston Football Club to find grants and funding support;
- St Mary Magdalene Church being reviewed by the diocese. Trying to retain the building or land;
- Usage has dropped on No 35 bus, being reviewed;
- Dealing with dog fouling issues;
- Thanks given to everyone involved in the Billingham Show.

RESOLVED

Information duly noted.

78/24

YEAR END ACCOUNTS – AUDITED ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (AGAR) 2023/24

Members were asked to approve the audited AGAR for 2023/24. The Town Clerk advised members that the only issue raised was the end of year bank reconciliation was not sent to the external auditor.

RESOLVED

Members unanimously approved the audited AGAR for 2023/24.

79/24

FINANCIAL MATTERS

- (i) Members were asked to consider two new signatories for the Lloyds and Natwest banks and the CCLA (Churches, Charities & Local Authorities) account. The Town Clerk will give an update on the night. Also considered two trustees for the CCLA account.
- (ii) Members were asked to approve the draft Financial Regulations as recommended by the Finance & General Purposes committee.
- (iii) Members were asked to consider the attached sponsorship application from Billingham Stars/Billingham Ice Hockey Club. The Town Clerk will give a report on the night from the Finance & General Purposes committee.

RESOLVED

- a. Councillors Hedley and Bendelow to be added as signatories on all accounts. Councillor Leckonby to be added as a signatory on the CCLA account. Councillors Lacey and Stoker to be added as trustees on the CCLA account.
- b. To approve the draft Financial Regulations.
- c. To award £10000 sponsorship funding to Billingham Stars/Billingham Ice Hockey Club subject to the Town Council being the headline sponsor.

80/24

REPRESENTATION ON OUTSIDE BODIES

Updates were given from representatives on outside bodies:

ORGANISATION	UPDATE
Cleveland Local Council Association – Cllr Besford	Meeting cancelled
Billingham Environmental Link Programme – Cllr Scollen	No update
Low Grange & Cowpen Residents Association – Cllr Bendelow	To be removed from the agenda.
Billingham Legacy Foundation – Cllr	No update

McCall	
Billingham Community Partnership – Cllr Besford	The Town Clerk advised that a meeting took place on 19 th September 24 at St Cuthberts Church. Attendance was low, members present gave organisation updates. Notes to be circulated.
Billingham International Festival of World Dance – Cllr Snead	No update
Catalyst Health & Wellbeing Committee – Cllr Shotton	No update
Port Clarence in Bloom – Cllr Lacey	No meeting
Clarences Community Partnership – Cllr Lacey	Cllr Lacey advised that a discussion took place on the bus that takes the children to St Michaels School. Notes to be circulated.
Stockton Volunteers Coordinators Forum – Town Council Officer	No update
Stockton Housing Forum/The Energy Advice Forum – Cllr Bendelow	No update. A new representative to be appointed at the next Full Council meeting in November.
The Voice Forum – Cllr Scollen	No update
Stockton Funders Forum – Town Clerk	Meeting took place on 17 th September 2024. Notes will be circulated.
CCIN – Cllr C Besford	No update
Stockton & District Citizens Advice & Information Service – Cllr M Besford	No update
Infinity Partnership – Cllr Scollen	No update
Youth Providers Forum – Cllr Snead	No update
NALC – Cllr C Besford	No update
Friends of St Cuthberts	Update already given prior to the meeting. Work ongoing to look for financial assistance. Held many successful events at the church.

RESOLVED

Information duly noted.

81/24

TOWN CRIER

Members provided with a list of engagements for the Town Crier over the last 12 months. The Town Clerk advised that the Town Crier opened the Festival of Thrift last weekend and gave a cry for a member of the Café staff's birthday as a surprise.

RESOLVED

Information duly noted.

82/24

CHRISTMAS CLOSING 2024

Members were advised that the Town Council office will close on Monday 23rd December 2024 at 12 noon and will reopen on Thursday 2nd January 2025 at 9am.

The Cafe & Annexe will close on Monday 23rd December 2024 and reopen on Thursday 2nd January 2025. The Pantry will be open on Monday 23rd December.

RESOLVED

Information duly noted.

83/24

DATE & TIME OF NEXT MEETING

The next Full Council meeting takes place on Tuesday 26th November 2024 at 6.30pm in the main hall at Billingham Community Centre.

The meeting concluded at 7.50pm with Cllrs Atkinson, Bendelow, Gilbert, Hedley, Lacey, Leckonby and Stoker present.