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**Billingham Library & Customer  
Service Centre  
Billingham  
TS23 2LN**

**SERVICES & ENGAGEMENT COMMITTEE  
TO BE HELD ON**

**TUESDAY 17<sup>th</sup> DECEMBER 2024 AT 5.30 PM**

**THIS MEETING WILL BE AT BILLINGHAM LIBRARY AND CUSTOMER  
SERVICE CENTRE, MEETING ROOM C, BILLINGHAM, TS23 2LN**

**AGENDA**

**1. CHAIRMAN'S ANNOUNCEMENTS**

**2. APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

**3. DECLARATIONS OF INTEREST**

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

**4. PUBLIC PARTICIPATION**

In accordance with section 3 (f) of the BTC Standing Orders, members of the public present may address the Council or Committee at this point on the agenda. The Council/Committee reserves the right to respond or debate the issue at a later date.

None received at the time of preparation of the agenda.

**5. MINUTES OF SERVICES & ENGAGEMENT COMMITTEE MEETING HELD ON 19<sup>th</sup> NOVEMBER 2024**

To approve the above draft minutes as a true and accurate record. (see **Appendix A – draft minutes 19<sup>th</sup> November 2024**)

**6. EVENTS**

The Deputy Town Clerk will give a verbal update on the night.

**7. SERVICES UPDATE**

- Café in The Park
- Pantry in The Park
- Soup & Sandwich project

The Deputy Town Clerk will give a verbal update on the night.

**8. PLANNING APPLICATION 24/2028/FUL – Hybrid planning application comprising: 1) Full planning permission for the demolition of existing buildings/structure (West Precinct, 35-39 Queensway, 64-98 Queensway and Kingsway west car park), erection of new building (class E) at 35-39 Queensway, change of use of 1-9 town square to a public house (sui generis), creation of a new, surface level car park, and façade improvements to existing buildings and 2) Outline planning permission for the erection of a new building (class E) at 72-90 Queensway and Town Centre public realm/landscaping improvements. Location: Land at Billingham Town Centre, the Causeway, Billingham**

Members are asked to consider any comments to the above planning application.

**9. LOW GRANGE COMMUNITY CENTRE**

- i. The Deputy Town Clerk will give a verbal update on the night.
- ii. Members are asked to set up a Task & Finish group to consider activities and support services for Low Grange Community Centre and approve the Terms of Reference.

**Miss Vicky Lloyd**

**Deputy Town Clerk to Billingham Town Council**

**10<sup>th</sup> November 2024**

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## **Billingham Town Council**

### **DRAFT Minutes of Services & Engagement Committee Meeting** **Tuesday 19<sup>th</sup> November 2024 at 5.30 p.m.** **Held at Billingham Library & Customer Service Centre**

**Present:** Councillors      Helen Atkinson  
                                         Michelle Bendelow  
                                         Gareth Hedley  
                                         Maria Lacey  
                                         Mick Stoker (Chair of Committee)

**Official:**                      Miss Vicky Lloyd – Deputy Town Clerk

**Apologies:**                  Councillor Daniel Forrest (Personal)

Cllr Gina McCall was also present.

#### **91/24 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman welcomed all present. The usual rules about housekeeping were made.

#### **92/24 DECLARATION OF INTEREST**

There were no declarations of interest on this occasion.

#### **93/24 PUBLIC PARTICIPATION TIME**

There were no public present or questions on this occasion.

#### **94/24 MINUTES OF SERVICES & ENGAGEMENT COMMITTEE MEETING HELD ON 15<sup>th</sup> OCTOBER 2024**

Members were asked to approve the above draft minutes.

#### **RESOLVED**

- (i). That the minutes of the above meeting held on 15<sup>th</sup> October 2024, a copy of which has been circulated to each member, be approved, and signed as a correct record by the Chairman.



## **95/24 EVENTS UPDATE**

The Deputy Town Clerk gave members an update on events.

### **Billingham Remembrance Sunday Parade**

On the 10<sup>th</sup> of November working in partnership with the Royal British Legion the Town Council delivered the annual Remembrance Day Parade which was well attended.

Representatives from the Royal British Legion, Armed Forces, Scouts, Sea, Army and St John Ambulance cadets and other local organisations marched from the top of the Salutation Public House to the Cenotaph on Station Road. Reverend Wachepa conducted a short Remembrance service which was followed by the laying of wreaths.

A short service was also held at the war memorial at Port Clarence on the Sunday afternoon.

### **Christmas Tree Lights Switch On**

On the 30<sup>th</sup> of November, the Town Council will be holding its annual Christmas Tree Lights Switch on in Billingham Town Centre. The event will commence at 3pm with a singing performance by girl group Pink Lemonade. At 4pm Singing Sues Vocal Academy will perform carols around the Christmas tree. Culminating with the light switch on at 5pm by the cast of the Forum Theatre pantomime Cinderella. Event plans have been submitted to the Independent Safety Advisory Group at Stockton on Tees Borough Council for assessment.

The Town Council is running a children's design a Christmas Jumper colouring competition closing date Friday the 13<sup>th</sup> of December. The winner will receive a Christmas hamper.

### **RESOLVED**

(i). Information duly noted.

## **96/24 SERVICES UPDATE**

Members noted the update report from the Business Support Manager on Café in the Park, Pantry in The Park, Soup & Sandwich project, groups and organisations using the building.

The Deputy Town Clerk informed members Festive Afternoon Tea is available at Café in The Park from Monday 2<sup>nd</sup> of December to Friday 13<sup>th</sup> of December, 10am till 3pm £9.50 per person. Christmas Lunch (main course & dessert) Monday 16<sup>th</sup> of December to Friday 20<sup>th</sup> of December £15 per person.

### **Pantry**

The last pantry will be Monday 23<sup>rd</sup> December and will reopen on the 6<sup>th</sup> of January 2025.

### **RESOLVED**

(i). Information duly noted.

### **97/24 LOW GRANGE COMMUNITY CENTRE**

A meeting with the Trustees has been held to focus on developing the centre. Room hire enquiries include Holidays Are Fun programme, after school club and dog training classes.

A Christmas fayre will be held on the 8<sup>th</sup> of December, 11am till 3pm which includes Christmas stalls, hamper raffle, refreshments with mince pies.

A discussion took place on potential user groups i.e. blood transfusion service, pop ups – Stockton employability & training hub, money advice and savings, Stockton Advice & Information Service, Tees Credit Union, Stockton Learning & Skills, Thirteen and the Fire Brigade.

### **RESOLVED**

(i). Information duly noted.

### **98/24 NEWSLETTER**

Members discussed future editions of the newsletter to include a winter and spring edition.

### **RESOLVED**

(i). Information duly noted.

**The meeting concluded at 5.50pm with Councillors Atkinson, Bendelow, Headley, Lacey & Stoker present.**

**Signed..... Date .....**  
**Chairman of Services & Engagement Committee**