

Minutes of the 37th Annual Meeting of the Stainton & Thornton Parish Council held on Tuesday, 16 May 2023 at 7pm in the Memorial Hall, Stainton.

Present: Parish Councillors - A. Liddle, D. Coupe, A. Cooper, A. Conroy, M. Russell, B. Neale. J. Holmes (Clerk to the Council).

Members of the public - 3

25/23. Election of a Chair of the Parish Council for 2023/2024. The Clerk, as Proper Officer, requested nominations for position of Chair. Alan Liddle was proposed by Cllr. Coupe and seconded by Cllr. Cooper. There were no other nominations. Cllr. Alan Liddle accepted the position and was unanimously re-elected as Chair. He then read and signed the Declaration of Acceptance of Office.

26/23. Election of Vice Chair of the Council for 2023/2024. Nominations were invited for the position of Vice Chair. Cllr. David Coupe was proposed by Cllr. Cooper and seconded by Cllr. Russell. There were no other nominations. Cllr. David Coupe accepted the position and duly read and signed the Declaration of Acceptance of Office.

27/23. Councillors – Declarations of Acceptance of Office. The following made Declarations of Acceptance of Office as Councillors for the Parish of Stainton and Thornton – Angela Cooper, James Alan Conroy, Brian Neale and Melvin Russell.

28/23. Adoption of Standing Orders. The NALC 2018 Model Standing Orders (Updated April 2022) were reviewed and adopted by the Council without alteration. Copies will be sent to all councillors. **Resolved:** *2018 Model Standing Orders adopted by the Council.*

29/23. The Annual Report of the Chair of the Council for 2022/23. The Annual Report was read out by the Chair and accepted by the Council. **Resolved:** *Annual Report to be displayed on village noticeboards and on Parish Council Website. Hard copies to be made available on request to the Clerk.*

30/23. The Financial Accounts of the Council for the financial year to 31 March 2023 and the Report of the Responsible Financial Officer (the Clerk). The Parish Council accounts for 2022/2023 and the Report of the Responsible Financial Officer were agreed and accepted and duly signed by the Chair and the RFO. **Resolved:** *The NALC Model Financial Regulations 2019 were adopted by the Parish Council and Responsible Financial Officer (Clerk).*

31/23. Annual Governance and Accountability Return 2022/23. The Clerk as Responsible Financial Officer had completed the Annual Governance and Accountability Return 2022/23 in accordance with the Accounts and Audit Regulations 2015.

- a). The Certificate of Exemption was completed and dated 16.5.23.
- b). The Annual Internal Audit Report 2022/23 was undertaken and signed by an independent internal auditor on 2.5.23.

c). The Annual Governance Statement 2022/23 was approved by the Parish Council and signed by the Chairman and Clerk on 16.5.23.

d). The Accounting Statements 2022/23 were approved by the Parish Council and signed by the Chairman and Responsible Financial Officer (Clerk) on 16.5.23.

Resolved: *All relevant documents to be published on the Parish Council website and Middlesbrough Council website, Stainton and Thornton Parish Council webpage by 18.6.23.*

32/23. Assets Register. The Assets Register had been updated by the Clerk. There had been 2 additions to the register in the year 2022/2023. Assets now total £16767.

33/23. To review the Committee arrangements of the Council and elect Committee Chairs.

It was agreed that the existing committee arrangements would continue. Cllr. Coupe was nominated as Chair of the Environment Committee (aka Green Finger Gang) with the Clerk continuing as Secretary. Cllr. Liddle would continue to Chair the Planning Committee and Cllr. Neale would Chair the Crime and Disorder Committee, both committees comprising of the full Parish Council. **Resolved:** *Existing committee arrangements to continue.*

34/23. To elect Members to the Environment Committee. Members and volunteers were invited to continue as at present. Cllrs. Coupe, Cooper and Liddle would attend meetings. Residents on the committee would be confirmed at its next meeting. New members and volunteers were very welcome. The KGG Pollution Sub Committee will continue until the pollution issue is resolved.

35/23. To appoint, if necessary, members to Friends of Stainton & Thornton Green Spaces, confirmation of insurance cover for the group and payment of water charges for field alongside Kell Gate Green. Members attending meetings of FSTGS were Cllrs. Liddle and Conroy and Cllr. Coupe when available. Minutes of their meetings would be issued to all parish councillors who were all welcome to join the FSTGS group as were any interested residents. The Clerk confirmed that the Parish Council insurance also covered the FSTGS group and the Council also paid the water charges relating to the field alongside Kell Gate Green.

36/23. Membership review of Cleveland Local Council's Association. The Council's membership was reviewed and Cllr. Liddle proposed, seconded by Cllr. Coupe, continuation of membership. Cllr. Liddle would attend CLCA meetings. **Resolved:** *Membership of CLCA to continue. Payment of CLCA subscription £356.23 authorised.*

37/23. Review of Insurance Cover of the Council and payment authorisation of next annual premium due on 1 June 2023. Insurance cover was discussed. Brokers Gallagher recommended Hiscox Insurance Company to provide the appropriate cover at a renewal premium this year is £731.98 **Resolved:** *Renewal of insurance cover by Hiscox Insurance Company authorised on LTA terms.*

38/23. Clerk's report of any urgent correspondence and to authorise any urgent expenditure. – Parish Council website. Councillor information on parish council website to

be restricted. Home address details to be deleted. New parish council email addresses to be created for all councillors. Clerk to arrange.

39/23. Planning Applications requiring a response before next meeting.

23/0063/FUL. 3 Thornton Road. Construction of detached domestic garage.

23/0227/FUL. 17 Strait Lane. Single storey extension to rear.

23/0198/FUL. 14 Thornton Vale. Portico to front, construction of boundary wall and siting of a domestic outbuilding.

23/0184/FUL. 11 Cedar Drive. Two storey rear extension and reduction in length of existing garage.

23/0226/TPO. 2 Maltby Road. Removal of 2 leylandii, trim ash tree.

No objections by Parish Council.

40/23. Review of the Budget of the Council for 2023/24. Finances were currently in a healthy state allowing for the Parish Council precept to remain the same per household as the previous year and using reserves, if necessary, to make up any shortfall in budget requirements.

41/23. New agenda items for future Parish Council meetings. – It was agreed that the new housing developments at Hemlington Grange be added as an agenda item in an effort to integrate residents with the workings of the parish council.

42/23. Other business requiring response before next meeting.

a) Cllr. Neale stated he was not satisfied with the response from Middlesbrough Council regarding the change of traffic calming measures on Thornton Road (Minute 15/23c). Steve Rigg, MBC had indicated that Cllr. Coupe was made aware of the changes beforehand who would then inform Cllr. Neale accordingly. Cllr. Coupe stated he was not made aware of any change to the design before the work started. Cllr. Neale said he would invite Steve Rigg to a meeting of the parish council to clarify the consultation position.

b) Village Newsletters (see Minute 23/23). Unfortunately no replacement for Mr & Mrs Rix had been found and subsequently the volunteer team of deliverers was at risk. The Parish Council decided that it was perhaps time that a private distribution firm took over the role of delivering the newsletters to each household. It was agreed that for the June edition of the parish council newsletter a private distributor would be employed for the task. The cost, efficiency, and value for money to be analysed afterwards. Clerk to arrange.

c) Parish Councillor Vacancy – Only 6 candidates were nominated for the 7 councillor posts at the recent parish council elections and as a result a new councillor can be co-opted to serve on Stainton & Thornton Parish Council until the current term expires in 2027. Clerk to advertise vacancy on parish council website, Village Newsletter and 'What's On' circular email.

43/23. To confirm dates of future business meetings of the Parish Council for the year 2023/24

Tuesday 13 June

Tuesday 8 August

Tuesday 10 October

Tuesday 12 December

Tuesday 13 February 2024

Meetings to commence at 7pm in the Memorial Hall.

The Chair formally closed the meeting at 8.30pm.

Agreed and signed as a true recordDate

Minutes taken by: J. Holmes, Clerk to the Council, 13 Strait Lane, Stainton, TS8 9BB. Email: clerk@staintonandthorntonparishcouncil.org.uk Tel: 01642 296060. 07980 572115.