

# Seaham Town Council



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Tel: Wearside (0191) 581 8034

Town Clerk: Dianne Rickaby  
Deputy Town Clerk: Paul Fletcher

DR/AR

23rd September, 2020

In accordance with Paragraphs 7 & 10(2) (b) of Schedule 12A of the Local Government Act 1972 and The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 , I hereby summon you to attend a Meeting of SEAHAM TOWN COUNCIL to be held online on TUESDAY 29<sup>th</sup> SEPTEMBER 2020 at 6.30PM

Members of the press and public who wish to attend this meeting please email [info@seaham.gov.uk](mailto:info@seaham.gov.uk) to request the zoom login details.

Can Members of the public please advise the Town Clerk 3 days prior to the meeting if they wish to speak in this open session so that time will be allocated.

**Dianne Rickaby**  
**Town Clerk**

## **A G E N D A**

**MEMBERS ARE REMINDED OF THE NEED TO DISCLOSE ANY INTEREST, PREJUDICIAL OR PERSONAL, IN ACCORDANCE WITH THE CODE OF CONDUCT**

**1. ACCEPTANCE OF AMENDMENT**

**DECISION REQUIRED** Accept the amendment to the standing orders to incorporate the new regulations from the Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, to conduct virtual council meetings.

**2. OPEN SESSION (6.30 P.M. – 6.45 P.M.)**

In accordance with Council policy the first 15 minutes of the meeting are made available for members of the press and public present at the meeting to raise questions appertaining to the agenda items. If there is a request for a new matter to be addressed by Council, this will be added (if applicable) to the next Council meeting as an agenda item.

If a member of the public logs into the meeting late it will on the discretion of the Council if that member is allowed to speak outside of public participation

3. **TO CONSIDER THE MINUTES OF THE EMERGENCY COUNCIL MEETING HELD ON 17<sup>TH</sup> MARCH, 2020**

- To Approve the Minutes as an accurate record of proceedings

(Pages 58 - 62)

4. **TO CONSIDER THE MINUTES OF THE MEETING OF SEAHAM TOWN COUNCIL HELD ON 21<sup>ST</sup> JULY, 2020**

- To Approve the Minutes as an accurate record of proceedings

(Pages 63 - 77)

5. **TO CONSIDER THE MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 7<sup>TH</sup> SEPTEMBER, 2020**

- To Approve the Minutes as an accurate record of proceedings

(Pages 78 - 82)

**TOWN CLERKS UPDATE**

6. **Apologies**

Councillors are requested to review and approve the new policy for receiving and accepting apologies. The policy will be inserted into the new draft Standing Orders as the Council's governance document. The policy is attached at Appendix A.

**DECISION REQUIRED** Members to approve the new policy for receiving and accepting apologies.

7. **Annual General Meeting**

Council's approval is requested to the cancellation of the Annual General Meeting for 2020 as per the Government guidelines.

**DECISION REQUIRED** Members to approve the cancellation of the Annual General Meeting for 2020.

## **FINANCE AND GENERAL PURPOSES**

### **8. PAYSHEETS**

#### **a) Paysheet 4 & 5– July/August 2020**

Attached at Appendix B are the reports showing the Income and Expenditure for July & August. The payments were approved by the Town Clerk using delegated authority.

**DECISION  
REQUIRED**

This item is for information purposes only.

#### **b) Paysheet 6 – September 2020**

Attached at Appendix C is a schedule showing the income and expenditure from the Council's bank accounts this month, with relevant reports detailing payments made by BACS, Direct Debit, Online and Debit Card and income received into both the Current Account and Reserve Account.

**DECISION  
REQUIRED**

Members are asked to note the Direct Debits, Debit Card and Online Payments and in accordance with previously delegated authority endorsement of the action taken is requested

**DECISION  
REQUIRED**

Authority is requested for the BACS payments to be approved for payment and for the BACS authorisation form to be signed by three Members to allow the bank to make direct payments to supplier's bank accounts.

**DECISION  
REQUIRED**

The income reports are for information purposes only.

#### **c) Bank Balances – September 2020**

Attached at Appendix D is a statement of Bank balances held by the Council at the month end.

**DECISION  
REQUIRED**

This item is for information purposes only.

### **9. GRANT APPLICATION**

#### **1338 (Seaham) Squadron Air Training Corps**

Attached at Appendix E is a grant application from 1338 (Seaham) Squadron Air Training Corps for £1000 towards the cost of re-opening the training corps following the Covid 19 pandemic and to provide equipment.

1338 Squadron were awarded a grant of £461 towards the costs of new road signage in September 2019.

**DECISION REQUIRED** Members further instructions are requested.

**TRUSTEES OF SEAHAM PARK AND DAWDON PARK CHARITY**

**10. (a) Seaham Park Charity – Paysheet 4 & 5 (July & August) 2020**

Attached at Appendix F are copies of the Income and Expenditure reports for the months of July & August 2020. All payments have been previously approved, and income has only been received into the account.

**DECISION REQUIRED** The Trustees are requested to retrospectively approve the payments made.

**(b) Seaham Park Charity – Paysheet 6 (September 2020)**

Attached at Appendix G is the expenditure and bank balances for Seaham Park Charity.

**DECISION REQUIRED** The Trustees are requested to approve the payments.

**11. (a) Dawdon Park Charity – Paysheet 4 & 5 (July & August) 2020**

Attached at Appendix H are copies of the Income and Expenditure reports for the months of July & August 2020. All payments have been previously approved, and income has only been received into the account.

**DECISION REQUIRED** The Trustees are requested to retrospectively approve the payments made.

**(b) Dawdon Park Charity – Paysheet 6 (September 2020)**

Attached at Appendix I is the expenditure, income and bank balances for Seaham Park Charity.

**DECISION REQUIRED** The Trustees are requested to approve the payments.

## **PARKS AND EVENTS SERVICES**

### **12. Parks Report**

The Committee is asked to consider the Deputy Town Clerk's report on Parks and Recreation Services, a copy of which is attached at Appendix J which provides information and updates on the following items:

- 1.0 Seaham Events 2020 & 2021
- 2.0 Cenotaph Benches
- 3.0 Terrace Green CCTV
- 4.0 Fencing Around Vane Hall, Blandford Place
- 5.0 Sale of land at Seaham Street
- 6.0 Sale of land at Union Street
- 7.0 Allotment Issues
- 8.0 Greenscape
- 9.0 Sports Fees and Charges
- 10.0 Risk Management Issues

