

**MINUTES OF THE ARTS AND INFORMATION COMMITTEE HELD ON 3<sup>RD</sup> JANUARY, 2017**

Present: Councillor K Younger (Chair) and Councillors, B Allen, Mrs B E Allen, E Bell, Mrs J A Bell, Mrs G Bleasdale, B Burn, B Burn Jnr, Mrs H Cahill, S Cudlip, Mrs S Forster, Miss S Morrison, C Snowball, R Whitehead.

Apologies: Councillor R Arthur, I Paul, B Taylor

*Prior to commencement of the meeting the Chair advised members of this Committee and members of the public that in line with the amendment to 'the public bodies (admission to meetings) act 1960', which came into force in August, 2014, parts of this meeting may be recorded by photographic, video and audio means.*

**1. DISCLOSURE OF INTERESTS**

Members were reminded prior to the start of the meeting of the need to disclose any interests prejudicial or personal, in accordance with the Code of Conduct.

**2. MINUTES OF THE LAST MEETING HELD ON 22ND NOVEMBER, 2016**

RECOMMENDED the Minutes of this meeting, a copy of which had been previously printed and circulated to each Member, be approved and signed as a correct record by the Chairman.

**3. CONFERENCE APPOINTMENTS**

RECOMMENDED the list of conference appointments a copy of which had been previously circulated, be approved.

**4. CONFERENCES, COURSES AND SEMINARS**

**a) NEREO – Creating Compelling Reports**

The Committee considered details of the Creating Compelling Reports course which the Deputy Town Clerk was seeking permission to attend as part of his continued professional development.

RECOMMENDED authority be granted for the Deputy Town Clerk to attend this training course as part of his continued professional development, and such attendance rank as an approved duty for payment of appropriate allowances.

**b) NAC National Meetings 2017**

RECOMMENDED the Council note the information.

c) **Evaluation Form**

RECOMMENDED that the Council accept the report from the National AGM and Conference on Health & Housing which was attended by Councillor R Whitehead.

d) **Evaluation Form**

RECOMMENDED that the Council accept the report from the Talking Dementia Conference which was attended by Councillor B Burn (Jnr).

5. **WELCOME TO DURHAM VOICE**

RECOMMENDED the Council note the publication.

6. **EAST DURHAM AREA ACTION PLAN**

a) **Minutes of the meeting of the Health, Mental Health and Wellbeing Priority Group held on 6<sup>th</sup> October, 2016.**

RECOMMENDED the Council note the information now reported.

b) **The Board Meeting held on 12<sup>th</sup> October, 2016**

RECOMMENDED the Council note the information now reported.

7. **RISK ASSESSMENTS – ARTS AND INFORMATION ISSUES**

The Council was reminded of the requirement as part of the corporate governance arrangements, for risk assessments to be undertaken in relation to various activities. At regular intervals Members had been provided with reports on progress made in this area and the Committee was advised of the process involved in carrying out initial assessments made of risks in a range of arts and information activities. The Committee noted the process followed in assessing the risks.

RECOMMENDED the Council formally agree to accept the risk assessments covering the various items now reported.

8. **PETER MACMILLAN INFORMATION AND SUPPORT CENTRE**

RECOMMENDED the Council note the information.

9. **ALZHEIMER'S SOCIETY**

The Town Clerk provided information which had been received from the Alzheimer's Society regarding Rabia Tilt a new Support Worker covering the East Durham area. Also provided was a list of dates that the Dementia Advisor will be visiting the Library this year and also a list of dates for Singing for the Brain which is being held at Stanley Street Methodist Church.

A Member stated that he felt that Seaham Town Council should become a dementia friendly council and that training for this should be looked into further for all staff members.

RECOMMENDED that:

- (i) The Town Clerk explores the possibility of available staff training to enable Seaham Town Council to become a dementia friendly council.
- (ii) The Council notes the dates for the Dementia Advisor visits and also the Singing for the Brain dates.

**10. PRESS OPPORTUNITIES**

RECOMMENDED the Council note that no press opportunities existed from this meeting.