

Minutes of a Meeting of the **POLICY AND RESOURCES COMMITTEE** held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe, on **WEDNESDAY, 17th APRIL 2013 at 7.15pm.**

PRESENT **Councillor R.S. Fleming (Chairman) and**
Councillors W.M. Blenkinsopp, Mrs. D. Bowman, T.R. Bowman, J.D. Clare, Mrs. B.A. Clare, V. Crosby, Mrs. M. Dalton, G.C. Gray, I. Gray, Mrs. J. Gray, B. Haigh, Mrs. S. Haigh, B. Hall, K. Henderson, Mrs. W.P. Hillary, Mrs. K. Hopper, M. Iveson, Mrs. S.J. Iveson, W. Iveson and Mrs. V.M. Raw.

IN ATTENDANCE Councillor J.P. Hillary.

OFFICERS Mr. A. Bailey (Town Clerk)
Mr. D. Austin (Finance Manager)
Miss C. Ryder (Senior Admin. Officer)

89. **APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors W. Curtis, Mrs. A. Palmer and A. Warburton.

90. **MEMBERS' DISPENSATIONS**

No applications for dispensations had been received.

91. **DECLARATIONS OF INTEREST**

There were no declarations of interest submitted.

92. **PUBLIC QUESTIONS**

There were no questions from the public.

93. **MINUTES**

It was proposed by Councillor V. Crosby, seconded by Councillor Mrs. M. Dalton and

RESOLVED – that the minutes of the meeting of the Policy and Resources Committee held on the 6th March 2013 be confirmed as a correct record and signed by the Chairman.

94. **AUDIT SUB-COMMITTEE**

It was proposed by Councillor W. Iveson, seconded by Councillor B. Hall and

RESOLVED – that the minutes of the Audit Sub-Committee held on the 10th April 2013 be agreed and signed by the Chairman.

95. **ACCOUNTS CONTROL SHEETS**

Accounts control sheets for the period 1st March to the 5th April 2013 and the General Bank Account for February 2013 were submitted.

RESOLVED – that it be recommended that the accounts control sheets for the period 1st March to the 5th April 2013 and the General Bank Account for February 2013 be received.

96. **GRANTS / DONATIONS**

The Town Clerk had submitted a report which gave the current donation budget for this financial year as £4,000.

The following request for a grant / donation had been received:

- (a) ‘North East Autism Society’ – support request via. a raffle prize.

Letters of Thanks

A letter of thanks had been received from:-

- (a) ‘DCC – Education Support Services’ - for the donation of £55

Aycliffe Youth Council

The Youth Council donation budget is currently £2,500.

There had been no grants to consider.

RESOLVED – that it be recommended:

- (i) That the report be received.
(ii) North East Autism Society

That the following prizes be forwarded for their proposed raffle:-

2 x Meal Vouchers at the Oakleaf Sports Complex
2 x Rounds of Golf Vouchers for the Oakleaf Golf Complex

- (iii) That the letter of thanks be received.
(iv) That the information supplied by the Youth Council be received.

97. **PRE-SCHOOL LEARNING CENTRES**

The Early Years Officer submitted a report setting out information in respect of the current and future position of the Pre-School Learning Centres.

The report gave information on attendance figures and the current waiting list numbers.

Voluntary contribution information was given up to the 28th March 2013.

The report set out information received from D.C.C. regarding the Early Years Single Funding Formula.

RESOLVED – that it be recommended that the report and information be received.

98. **PURCHASE OF REPLACEMENT TRACTOR FORELOADER**

The Works Manager submitted a report and purchase costs for a replacement foreloader for the tractor.

Due to the specialist nature of the equipment quotations had been received from two suitable providers to supply and fit a John Deere 583 foreloader and attachment:-

Greenlay (Grass Machinery) Ltd.	£7,872.00 ex VAT
Ripon Farm Services	£7,684.00 ex VAT

An amount of £8,000 had been included in the 2013/14 capital budget for the provision of this equipment.

RESOLVED – that it be recommended:-

- (i) That the report be received.
- (ii) That a new John Deere 583 Foreloader and attachment be purchased and fitted by:

Ripon Farm Services at a cost of £7,684 ex. VAT

99. **BUSINESS RISK MANAGEMENT END OF YEAR REPORT**

The Corporate and Policy Officer submitted a report and end of year review of the 2012/13 business risk register.

All of the Council's risks are monitored by the Performance Management Group and reported to the Council's Audit Sub-Committee.

RESOLVED – that the information be received

100. **PARISH PERFORMANCE PLAN TARGETS – END OF YEAR REPORT**

The Corporate and Policy Officer submitted a report which gave the end of year summary on the Parish Performance Plan targets which support the 8 strategic aims of the Town Council.

The report asked for Members to consider any targets they would like to incorporate into the document to be brought to the attention of the Corporate and Policy Officer for discussion as part of the consultation exercise with senior officers.

RESOLVED – that it be recommended:

- (i) That the report be received.
- (ii) That any targets for consideration be forwarded to the Corporate and Policy Officer.

101. **FINANCE SERVICE PLAN 2013/14**

The Finance Manager submitted a report and Finance Service Plan for 2013/2014 for members consideration.

RESOLVED – that it be recommended:

- (i) That the report be received.
- (ii) That the Finance Section Service Plan for 2013/2014 be approved.

102. **CITIZENS ADVICE BUREAU**

Information had been received from the Citizens Advice Bureau giving members an update on their Service and the current funding situation.

RESOLVED – that it be recommended:-

- (i) That the information be received.
- (ii) That a Working Group be formed at the earliest Policy and Resources meeting following the Annual General Meeting to consider the CAB in more detail.

CHAIRMAN.