

Minutes of a Meeting of the **POLICY AND RESOURCES COMMITTEE** held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe, on **WEDNESDAY, 2nd DECEMBER 2015 at 7.15pm.**

PRESENT **Councillor R.S. Fleming (Chairman)** and
Councillors E. Adam, M. Ashcroft, D.G. Atkinson, J. Atkinson, P.J. Bergg, W.M. Blenkinsopp, A.M. Chandran, Mrs. B.A. Clare, J.D. Clare, Mrs. M. Dalton M.A. Dalton, G.C. Gray, I. Gray, Mrs. S. Haigh, B. Hall, Mrs. I. Hewitson, J.P. Hillary, Mrs. W.P. Hillary, M. Iveson, Mrs. S.J. Iveson, W. Iveson and Mrs. V.M. Raw.

OFFICERS Mr. A. Bailey (Town Clerk)
Mrs. C. Walton (Corporate and Policy Officer)
Mr. D. Austin (Finance Manager)
Miss C. Ryder (Senior Admin. Officer)

69. **APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors N. Collinson and C. Wheeler.

70. **MEMBERS' DISPENSATIONS**

No applications for dispensations had been received.

71. **DECLARATIONS OF INTEREST**

A declaration of interest was submitted by Councillor M. Ashcroft on Agenda Item No. 10 – Grants and Donations (2.1(a) – Shine Choir) for a personal issue, however, he would be remaining in the meeting during the discussion thereon.

Councillors E. Adam, J.P. Hillary, Mrs. S.J. Iveson and J.D. Clare submitted a declaration of interest on Agenda Item No. 12 – Footbridge – West Park Area as a Part B registerable interest being members of Durham County Council.

72. **PUBLIC QUESTIONS**

Councillor E. Adam provided some background information on Item No. 12 – Footbridge at West Park following a request for funding assistance in regard to a contribution to the replacement of a footbridge across Woodham Burn. A petition had been submitted from residents of the Western area residents of over 400 names in support of the footpath and bridge remaining open across Woodham Burn.

Councillor J.D. Clare also spoke on the request for the bridge to remain open and that he would accept any decision made by this Council.

73. **MINUTES**

It was proposed by Councillor M. Iveson, seconded by Councillor W.M. Blenkinsopp and

RESOLVED – that the minutes of the meeting of the Policy and Resources Committee held on the 21st October 2015 be confirmed as a correct record and signed by the Chairman.

74. **AUDIT SUB-COMMITTEE**

It was proposed by Councillor M. Dalton, seconded by Councillor M. Iveson and

RESOLVED – that the minutes of the Audit Sub-Committee held on the 28th October 2015 be confirmed as a correct record and signed by the Chairman.

75. **PERSONNEL SUB-COMMITTEE**

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

RESOLVED – that the minutes of the Personnel Sub-Committee held on the 4th November 2015 be confirmed as a correct record and signed by the Chairman.

76. **REVIEW SUB-COMMITTEE**

It was proposed by Councillor M. Iveson, seconded by Councillor W.M. Blenkinsopp, and

RESOLVED – that the minutes of the Review Sub-Committee held on the 19th November 2015 be confirmed as a correct record and signed by the Chairman.

77. **ACCOUNTS CONTROL SHEETS**

Accounts control sheets for the period 16th October to the 20th November 2015 and the General Bank Accounts October 2015 were submitted.

RESOLVED – that it be recommended that the accounts control sheets for the period 16th October to the 20th November 2015 and the General Bank Accounts for October 2015 be received.

78. **GRANTS / DONATIONS**

The Town Clerk had submitted a report which gave the current donation budget for this financial year as £2,421.

(a) The following requests had been received:-

- (i) Shine Choir
- (ii) Durham Cathedral
- (iii) Great North Air Ambulance

(b) A letter of Thanks had been received from the Rotary Club of Newton Aycliffe for their donation of £52.

(c) Aycliffe Youth Council

It was reported that the Youth Council budget for 2015/16 was £1,486.

The following application for a grant had been received and dealt with for approval by the Policy and Resources Committee:-

- Durham Constabulary, via. GAMP – Mini Police Project £200
Donation in respect of mini uniforms.

RESOLVED – that it be recommended that:-

- (i) The report be received.
- (ii) Shine Choir
That a donation of £300 be allocated to the Shine Choir.
- (iii) Durham Cathedral
That a donation of £250 be forwarded towards the welfare and upkeep of Durham Cathedral.
- (iv) Great North Air Ambulance
That a donation of £200 be forwarded to the Great North Air Ambulance.
- (v) That the letter of thanks in respect of a previous donation be accepted.
- (vi) That approval be given for the donation issued by the Youth Council in respect of Durham Constabulary, via GAMP, Mini Police project of £200 towards uniforms.

79. **PRE-SCHOOL LEARNING CENTRE REPORT**

The Early Years Officer had submitted a report to update members with Attendance Figures and Waiting Lists for the Pre-School. Also attached was information in respect of a Prevent Duty from the Department of Education on the Governments Counter Terrorism Strategy.

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

80. **FOOTBRIDGE – WEST PARK AREA**

A request had been received from Durham County Council for funding assistance in regard to the replacement of a footbridge across Woodham Burn which is in their ownership.

Members were asked to consider a financial contribution towards the bridge, however, any contribution would need to be made from Council balances.

RESOLVED – that it be recommended:

- (i) That the report be received.
- (ii) That whilst the Council agreed in principle to the replacement of the bridge a decision be deferred until further information had been received from Durham County Council.
- (iii) That Officers contact Durham County Council to obtain indicative costs for the replacement of the bridge and the contribution requested from the Town Council.
- (iv) That consideration of the application for funding be made at a future meeting of the Policy and Resources Committee.

81. **OFFICERS' ALLOWANCES POLICY UPDATE**

The Management Team had submitted a report setting out the updated Officers' Allowances Policy as amended following the review by the Review Sub-Committee, Personnel Sub-Committee and the Council's HR Consultant.

A query was made on paragraph 10.10 in connection with repayment of cost for training and other allowances and it was felt that 'Training Courses' should be added to the list of courses.

RESOLVED – that it be recommended:

- (i) That the report be received.
- (ii) That the Officers' Allowances Policy be agreed and implemented subject to the following amendment to item 10.10.

10.10 – That 'training courses' be added to the paragraph.

82. **CONTRACTS AND PROCUREMENT STANDING ORDER EXEMPTION**

An exemption application form had been submitted in respect of Tree Felling and Pruning Works which had been identified in the 2015 tree inspection survey report.

RESOLVED – that it be recommended that the Exemption Application in respect of the tree felling and pruning works be agreed.

83. **CONTRACTS AND PROCUREMENT STANDING ORDER EXEMPTION**

An exemption application form had been submitted in respect of the golf course irrigation system repairs including replacement decoders, valve sets and sprinklers.

RESOLVED – that it be recommended that the Exemption Application in respect of the golf course irrigation system be agreed.

84. **REVIEW OF POLICIES**

The following policies had been submitted for consideration following the meeting of the Personnel Sub-Committee held on the 4th November 2015.

- (i) Retirement & Pensions Policy
- (ii) Redundancy Policy

Discussion took place on the two policies and it was

RESOLVED – that it be recommended:-

- (i) That the report be received.
- (ii) That the Retirement and Pensions Policy as updated be agreed and implemented.

(iii) That the following amendments be made to the Redundancy Policy:-

- Paragraph 3.3 be deleted.
- The policy is referred back to the HR Consultant to clarify the need for an Equality Impact Assessment and a reference to Equalities in paragraph 5.5.

(iv) That thanks be recorded to the Review Sub-Committee for the hard work they had carried out in reviewing the Council policies.

85. **FUNDING FOR MAINTENANCE OF PLANTERS IN WILLIAMFIELD WAY**

The Works Manager had submitted a report for members to consider revenue funding for the long term maintenance and planting with seasonal bedding of two raised planters on Williamfield Way (West Ward) which would be constructed and initially planted by Durham County Council.

This had been a request via. a Notice of Motion from Councillor E. Adam to the Environment Committee on the 25th November 2015.

RESOLVED – that it be recommended:

- (i) That the report be received.
- (ii) That the long term maintenance and planting with seasonal bedding of the two raised planters on Williamfield Way (West Ward) be agreed.

CHAIRMAN.