

Minutes of a Meeting of the **POLICY AND RESOURCES COMMITTEE** held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe, on **WEDNESDAY, 30th MAY 2012 at 7.15pm.**

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

IN ATTENDANCE Councillor G.R. Gray.
Mr. Graham Wood from Regeneration and Economic Development at Durham County Council.

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

3. **APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors T.R. Bowman, V. Crosby, W. Curtis, P. Gittins and A. Warburton.

4. **DECLARATIONS OF INTEREST**

Declarations of a personal interest were submitted by Councillors Mrs. K. Hopper and Mrs. D. Bowman on agenda item No. 8 (f) (Donations - Newton Aycliffe Youth Centre) as they are members of the Management Committee of the Youth Centre.

5. **ECONOMIC PERFORMANCE – NEWTON AYCLIFFE**

The Chairman welcomed Mr. Graham Wood from Regeneration and Economic Development at Durham County Council to the meeting to give Members an update on the Industrial Estate since his last visit in October 2011.

RESOLVED – that Mr. Wood be thanked for his attendance and for the excellent and informative presentation he gave to update and answer questions from members on Newton Aycliffe.

6. **PUBLIC QUESTIONS**

There were no questions from the Members of the Public.

7. **ASSET MANAGEMENT MEMBER WORKING GROUP**

It was proposed by Councillor Mrs. V. Raw, seconded by Councillor K. Henderson and

RESOLVED – that the notes and the undermentioned recommendations of the Asset Management Member Working Group held on the 23rd May 2012 be agreed and signed by the Chairman.

- (i) That the siting of a compound at Simpasture Park by Livin be agreed whilst the garage/toilet block was being demolished.
- (ii) That the provision of showers at Simpasture changing rooms be left in abeyance pending a reply from the football team in question.
- (iii) That strengthening points be made in 4 areas of the tarmac on the running track for heavy vehicles to cross.
- (iv) That the duct for the electricity cables to be installed across the Complex field for use at Aycliffe Show be checked so they may take further cables in future years.
- (v) That costs for the replacement to Humphrey Close Footbridge be put forward to the Capital Programme.
- (vi) That quotations be obtained for the replacement of the Ford Transit with 4 wheel drive vehicles which will allow for the replacement of the old Vauxhall Corsa vehicle.
- (vii) The Town Clerk also reported that the covenant on the West Park Boathouse had now been removed and the Boathouse will now be demolished.

8. **MINUTES**

It was proposed by Councillor J.D. Clare, seconded by Councillor Mrs. M. Dalton and

RESOLVED – that the minutes of the meeting of the Policy and Resources Committee held on the 11th April 2012 be confirmed as a correct record and signed by the Chairman.

9. **ACCOUNTS CONTROL SHEETS**

Accounts control sheets for the period 30th March 2012 to the 14th May 2012 and the General Bank Account for March and April 2012 were submitted.

RESOLVED – that it be recommended:

- (i) that the accounts control sheets for the period 30th March 2012 to the 14th May 2012 and the General Bank Account for March and April 2012 be received.
- (ii) that a breakdown of the purchases paid by direct debit on the credit card be shown on future statements.

10. **GRANTS / DONATIONS**

The Town Clerk had submitted a report which gave the current donation budget for this financial year as £3,448.

The following requests for grants / donations had been received:

- (a) Diamond Jubilee Royal Garden Party.
- (b) MAD Productions.

(viii) Citizens Advice Bureau

That pending the receipt of further information the decision of a 'one-off' grant would be made at the next Policy and Resources Committee meeting.

(ix) That the two letters of thanks be received.

(x) That the information supplied by the Youth Council be received.

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

The Early Years Officer submitted a report setting out information with regard to the attendance figures and voluntary contributions for the two Pre-School Learning Centres.

RESOLVED – that the information be received.

12. **SPORTS COMPLEX BAR SUPPLIES CONTRACT**

The Finance Manager and Leisure Manager submitted a report setting out quotations in respect of a new contract for the supply of drinks to the Oak Leaf Sports Complex bar. The existing contract had been for five years and was due to expire in June 2012.

Four quotations had been sought from the undermentioned Breweries and a detailed breakdown and comparisons was set out together with a range of products supplied by each Brewery:-

Heineken
Carlsberg
Molson Coors
Marstons

Officers also supplied a comprehensive comparison of Sponsorship packages which were offered by each supplier.

RESOLVED – that it be recommended:-

- (i) That the report be received.
- (ii) That a three year contract be awarded to Heineken for the supply of drinks at the Sports Complex.
- (iii) That delegated authority be given to the Leisure Manager to implement the new contract prices.
- (ii) That Officers be thanked for the robust exercise they had carried out in putting together the comprehensive report.

13. **CHANGES TO STANDARDS**

The Town Clerk submitted a report to provide information in respect of changes to Standards Committee arrangements and the Code of Conduct following implementation of the Localism Act 2011.

The new Code of Conduct will need to be adopted and be in place for the 1st July 2012 and the recommendation by the head of Legal and Democratic

Services at Durham County Council would be noted and considered at the next Council Meeting.

RESOLVED - that it be recommended:

- (i) That the information set out in the report be received.
- (ii) That a further report and recommendation be considered at the next Council Meeting.

14. **MARKET LICENCE**

The Town Clerk and Finance Manager submitted a report for members to consider the renewal of the Market Licence between this Town Council and Newton Aycliffe Market Traders Co-operative and also to consider the terms that the licence would be issued under.

The report also gave details of the renewal of the licence between Daejan (Durham) Ltd. and this Town Council.

RESOLVED – that it be recommended:-

- (i) That a licence agreement be entered into between this Town Council and Daejan (Durham) Ltd. at an annual cost of £6,650 from the 1st May 2012 for a period of three years.
- (ii) That an agreement be entered into between this Town Council and Newton Aycliffe Market Traders Co-operative at an annual fee of £11,870 for a period of three years.
- (iii) That both licences end concurrently on the 30th April 2015.

15. **FINANCE SERVICE PLAN 2012/13**

The Finance Manager submitted his report and Finance Service Plan for 2012/13 for members consideration.

RESOLVED – that the information be received and the Finance Service Plan for 2012/13 be approved.

16. **INSURANCE CONTRACT RE-TENDER**

The Finance Manager submitted his report setting out quotations in respect of the renewal of the Council's insurance contract which had been provided for a number of years by Zurich Municipal.

The current four year contract with Zurich is due to end on the 25th June and quotations were sought from three major insurance providers specialising in local authority insurance for a five year agreement. The three providers were:

- Zurich Municipal
- WPS (Aviva)
- Aon (Allianz)

A summary of each quotation was attached for members consideration and Officers were seeking members to consider which Insurance Company they wished to use.

RESOLVED – that it be recommended:

- (i) That the report be received.
- (ii) That a five year contract for the Council's Insurance be awarded to WPS Insurance at an annual premium of £51,624.
- (iii) That Officers be congratulated on the excellent work in obtaining quotations for the supply of insurance to the Council.

17. **2011/12 REVENUE AND CAPITAL BUDGET FINAL OUTTURN**

The Finance Manager submitted a report to provide members with details of the final year end position on the Council's approved Revenue and Capital Budgets for the 2011/12 financial year.

The report outlined the impact of the year end financial position on the Council's Balances and Reserves together with the key year end financial issues relating to the Council's Balance Sheet.

RESOLVED – that it be recommended:-

- (i) That the year end financial position of the Council's 2011/12 Revenue Budgets be received.
- (ii) That the year end financial position on the Council's 2011/12 Capital Programme be received.
- (iii) That the year end position on the Council's Balances and Reserves be received.
- (iv) That the Revenue Budget and the Capital Programme carry forward requests referred to in paragraphs 5.6 to 5.8 and 6.7 to 6.10 and Appendices 3 and 5 be approved.
- (v) That quarterly budgetary control reports continue to be submitted during 2012/2013 detailing the financial position and estimated outturn on the Council's 2012/2013 Revenue and Capital Budgets.

18. **DRAFT PARISH PERFORMANCE PLAN**

The Corporate and Policy Officer submitted a report to present the Draft Parish Performance Plan for 2012 – 2013.

RESOLVED – that it be recommended:

- (i) That the report be received.
- (ii) That the Parish Performance Plan for 2012 – 2013 be approved.
- (iii) That consideration be given in future years to more detailed information being supplied in the 'comments column' of the Aims and Targets.

CHAIRMAN.