



Great Aycliffe Town Council

Council Offices - School Aycliffe Lane - Newton Aycliffe - Co. Durham DL5 6QF

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ANNUAL REPORT 2013/14

13th June 2014

Foreword by the outgoing Mayor, Councillor Mrs Barbara Clare

It was a great honour for me to be appointed as Mayor for the Town Council, something which I could not have considered not too long ago due to ill health. The James Cook Hospital Cardiovascular Unit saved my life when my heart operation hit problems 5 years ago. It was the opportunity of that second chance at life which made me choose James Cook Hospital as my main charity, my second charity was the St Clare's food bank. Looking at it one way, it is a disgrace that we have had to set up a food bank in Newton Aycliffe, the birthplace of



the Welfare State. But it is desperately needed, and it was my delight to have been able to raise this money to help those in our town who are in need. I would like to take this opportunity to thank everyone who helped me raise £5,500 for my nominated charities which also included a generous donation from Barclays Bank.

At the start of my year I set myself three objectives – to acknowledge the marvellous people of Great Aycliffe and all that they do, to raise the profile of Great Aycliffe in County Durham, and to build links between the community and the companies on the Business Park.

It has been a privilege to be Mayor at a time of great success and expansion for Great Aycliffe. There have been some amazing highlights – the opening of Hitachi and Emerald Biogas; going on stage with Amelia Lily in the refurbished town centre; Palram's and the Newton News's 50th, and Formica's 100th, anniversaries and not forgetting all the wonderful Aycliffe people I have met and celebrated special occasions with over the year. What a privilege it has been to have shared these amazing moments with you all.

A message from the new Mayor, Councillor Mrs Wendy Hillary

Although I have not been a Town Councillor very long, I have been involved in local politics for a number of years and have a great passion for our town moving here in 2007. It was a huge honour for me to be appointed

as Mayor for Great Aycliffe Town Council. My nominated charities for my year in office are the Cruse Bereavement Service and County of Durham School Benevolent Fund.

During 2013/14 the Council has continued to provide services to residents of Great Aycliffe. The coming year and years to come will be challenging due to decreases in finance available. The Council will need to review what services it currently offers and how they are delivered.

We will hold the Firework Display this year but the success, or failure, of the event will dictate the future of the Firework Display.

This year will see the last Great Aycliffe Show in its current format. However, a week-long festival of local and community events will be supported and encouraged by the Town Council to bring back that old style community pride that many residents can remember.



OUR PERFORMANCE

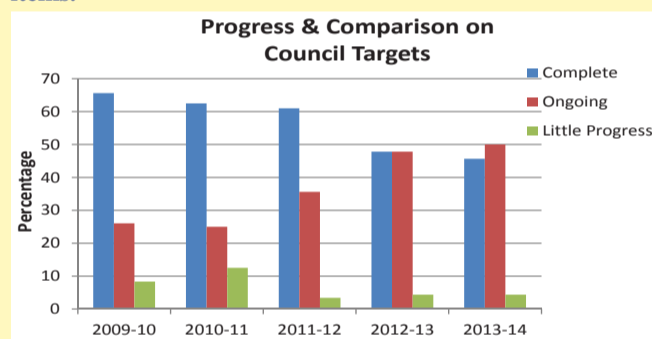
The Town Council Parish Performance Plan is our overarching document that aims to inform you about what we said we would do and what we actually did. It is an important strategic document that we produce each year as part of our aim to deliver quality services for the residents of Great Aycliffe.

There are currently 46 targets set out in the Parish Performance Plan supporting the 8 strategic aims of the Town Council. At the end of the financial year

- 21 targets were completed,
- 23 targets are on-going,
- 2 targets are behind schedule and they are both linked to the Great Aycliffe Neighbourhood Plan. There is a brief update on the Neighbourhood Plan later in the newsletter.

Although no new targets are being added to the Parish Performance Plan this year the work we will be undertaking on behalf of the Neighbourhood Plan will ensure that there will be lots of challenges to face in the very near future.

The table below shows progress, as a percentage, on the Council targets over the previous 5 years. Regular reports are provided to both Councillors and the Customer Panel who have the opportunity to discuss progress on individual items.



SOME KEY ACHIEVEMENTS

- ✓ 41 public countryside events have taken place. Activities have included pond dipping, nature walks, bird box making, rubber duck racing along the Burn and various themed arts events.
- ✓ 39 environmental workshops have taken place with local school groups. All schools within the parish have been included.
- ✓ Volunteers have spent in excess of 750 man hours helping to improve the nature areas around the town.
- ✓ An Environment Week was organised with the assistance of the Youth Council. This involved visiting every primary school in the town, giving them an interactive presentation on litter and then giving them the chance to do a litter pick in their local community.
- ✓ The Council took over the ownership of Seven Hills Woodland site near Neville Parade. The site has since been improved by installing entrance gates and signage, tree maintenance works, community bulb planting, removal of household waste and regular litter picks.
- ✓ Even though finances are extremely tight, and we must continually monitor what we are doing, we still managed to help 13 different local organisations by giving over £8000 in grants.
- ✓ Oaklife Club, continues to be a success, with spins offs including a 50+ circuit exercise class which is growing in popularity.
- ✓ The Bygones vintage car society held their first rally/show on the fields at the rear of the complex; they hope this will be the start of many happy years using the facility.
- ✓ On the 1st April 2014 Great Aycliffe hosted the areas first go run for fun event, more than 300 young people took part in the event which is designed to encourage participation in running. Olympian Chris Tomlinson started the mile fun run along with the Mayor of Great Aycliffe Town Council. All those who attended had a wonderful time.

Great Aycliffe Neighbourhood Plan

ABOUT THE PLAN

The Neighbourhood Plan is a new right for communities to have a major statutory say in helping to shape development in the areas in which they live.

The Neighbourhood Plan is a very important document it will help PLAN for things that are important to the residents and businesses of Great Aycliffe. It will become a statutory planning document that will steer future development of our neighbourhood areas. It is only about planning but an important factor to note is that it's not about saying NO to development.

The Town Council actually started doing some work on the Neighbourhood Plan 2 years ago but things are finally starting to pick up pace. An officer has been appointed and will start work in June. In the meantime we are in the process of putting a steering group together and we have been looking for 2 public representatives to become part of the group along with the other organisations.

Keep your eyes open for opportunities for you to have a say in the future of Great Aycliffe, we will be visiting as many local events as possible to gain your views on shaping our future.

My name is Angela Corner and I have been appointed as the Community Neighbourhood Engagement Officer and I will be responsible for 'engaging the community' and assisting in writing the Great Aycliffe Neighbourhood Plan.



I have lived in Newton Aycliffe for 38 years and have one daughter aged 2. After working as a Project Manager for Stockton Citizens Advice Bureau for 12 years I am really excited to be working on a project which will greatly benefit the residents and businesses of my home town.

LOGO COMPETITION

Are you 18 or under and enjoy a challenge. The Town Council are looking for a logo which can be used on official and promotional information for the Great Aycliffe Neighbourhood Plan

We would like to give the young people in Newton Aycliffe the opportunity to enter a competition to design the Neighbourhood Plan logo. The logo should be something about 'planning for the future'. What do you want Aycliffe to look like in 10 years' time? It can be a painting, drawing or photograph.

The winning entry from the above competition will become the official logo for the Great Aycliffe Neighbourhood Plan. This is a great opportunity for you to become involved in a very important project which will run for at least two years.

Entries should be sent to Great Aycliffe Town Council, Council Offices, School Aycliffe Lane, Newton Aycliffe DL5 6QF stating name, age, contact details and availability for the inaugural Neighbourhood Planning Event on Thursday 24th July where the winner will be presented with a prize of £25 in vouchers.

Deadline for entries to be received at the Council Offices is **TUESDAY 1ST JULY 2014**, Winners will be notified, either via telephone or in writing, by **MONDAY 7TH JULY 2014**.

Partnership Working

The Council continues to further explore partnership working / joint procurement with Durham County Council.

The Council has worked with Horndale Residents Association to provide a Multi-Use Games area at Horndale Park and has been involved with the Friends of West Park group which has been recently set up to look at ideas for improving West Park.

The Council have been building partnership working and are looking at some very interesting projects. One in particular is an art project run through the Active Aycliffe Group based at the Pioneering Care Centre which is an intergenerational art project to help those with mental health problems which has been funded by our Youth Council.

The Youth Council are also helping to develop a pilot project with 3 organisations on the business park which they hope will eventually be adopted by the Aycliffe Schools. They are aiming to dispel the myth about apprenticeships, get young people 'work ready' and improve their understanding of what businesses are looking for.

The Council has also worked with Katy Milne from Greenfield Arts to provide a Community Carnival Event, "Cutting Loose" in West Park that will take place on Tuesday 15th July.

AIMS AND TARGETS 2014/2015

AIM 1 "TO PROVIDE GOOD QUALITY GOVERNANCE AND MANAGEMENT OF THE COUNCIL"

- 1 Publish a Parish Performance Plan by 30th June
- 2 Achieve an unqualified audit opinion on the Annual Governance Statement
- 3 Pursue the development of a Neighbourhood Plan, improving community engagement and encouraging the residents of Great Aycliffe to become involved in the process
- 4 Deliver the Internal Audit Plan Schedule of Work and report to Council
- 5 Provide a Member and Town Clerk training programme to comply with guidance for Quality Status
- 6 Undertake a review of all records and filing systems annually to comply with Freedom of Information Act
- 7 Improve advertising of Council facilities and services by targeting a service area in each publication

- 8 Undertake a town wide questionnaire consultation, as part of the Neighbourhood Planning process
- 9 Complete the new Health & Safety Manual, ensuring requirements for feedback from Managers is incorporated
- 10 Develop and deliver a training plan for new Members

AIM 2 "TO MANAGE THE COUNCIL'S FINANCES AND ASSETS IN A RESPONSIBLE MANNER"

- 11 Produce annual statement of accounts by 30.6.14
- 12 Achieve an unqualified audit opinion of the accounts by 30.9.14
- 13 Ensure the Medium Term Financial Plan is approved by 30th June each year
- 14 Quarterly budget control reports are presented to Policy and Resources Committee
- 15 Undertake a review of all Council risks every March and report to Council
- 16 Budgets/Precepts approved by 31st January 2015
- 17 Manage the future financial impact of the localisation of support for council tax (LCTSS) and any future cuts to LCTSS
- 18 Commence a programme of financial reviews of all service areas
- 19 Undertake an annual update of the Asset Register including the schedule of expected life and replacement costs for plant and machinery. Ensuring that any works are prioritised by the Equality Act and replacement plant and machinery is built into the capital works programme as necessary

AIM 3 "TO PROVIDE ACCESSIBLE, AFFORDABLE LEISURE FACILITIES AND OPPORTUNITIES"

- 20 Deliver 40 public countryside events
- 21 Deliver the Council's programme of special events
- 22 Expand the activities offered at the Oak Leaf Sports Complex
- 23 Complete the programme of asset management planned work at the OakLeaf Sports Complex
- 24 Provide at least 10 bar/catering promotions to develop the social side of the OakLeaf Complex business
- 25 Investigate ways to extend the cycle paths on the Great Aycliffe Way and around Great Aycliffe
- 26 Assist Aycliffe Youth Council to assist and hold additional activities at one Fun in the Park event

AIM 4 "TO PROVIDE PRE-SCHOOL EDUCATION AS APPROPRIATE IN GREAT AYCLIFFE"

- 27 Achieve successful Ofsted Inspection Results (if undertaken)
- 28 Aim to maximise child numbers at both pre-schools

AIM 5 "TO CONTRIBUTE TO THE ENVIRONMENTAL IMPROVEMENT OF AYCLIFFE BY MANAGING AND DEVELOPING PARKS, PLAY AREAS AND GREEN SPACES"

- 29 Environment Officer to work with local schools and community groups to develop volunteer opportunities
- 30 Work with the Youth Council, schools, community and voluntary groups hold a Town Pride Environment Day
- 31 Undertake maintenance and management of specific DCC environmental areas as per the management agreement
- 32 Undertake a limited snow clearing and gritting service on behalf of Durham County Council as per the management agreement

AIM 6 "TO HELP AND ENCOURAGE PARTNERSHIP WORKING TO IMPROVE THE SERVICES AND FACILITIES FOR THE RESIDENTS OF GREAT AYCLIFFE"

- 33 Support and encourage Aycliffe Youth Council (AYC) by
 - Organising the election process
 - Holding at least 8 meetings a year
 - Helping to organise at least 1 project a year
- 34 Working with other groups to develop community activities to encourage pride in Great Aycliffe
- 35 Work with partners and assist with initiatives to reduce litter

AIM 7 "ENCOURAGE THE RESIDENTS OF GREAT AYCLIFFE TO BECOME INVOLVED IN LOCAL DEMOCRACY"

- 36 Hold at least 5 Customer Panel meetings with the residents of Great Aycliffe
- 37 Hold a budget setting consultation meeting with the Customer Panel
- 38 Hold a Parish Meeting
- 39 Hold an Allotment AGM
- 40 Hold 6 allotment representative meetings
- 41 Hold or take part in at least 2 events to inform residents about Town Council services

AIM 8 "TO RESEARCH INFORMATION AND MAKE THE CASE FOR GREAT AYCLIFFE"

- 42 Produce timely responses to all major consultations carried out
- 43 Undertake benchmarking and research where appropriate for new policies and procedures
- 44 Keep up to date with any changes in legislation and report to council as and when required

BYERLEY PARK, HORNDALE & COBBLERS HALL WARD



John D. Clare
Lab - Tel. 318333



Ian Gray
Lab - Tel. 313770



Brian Hall
Lab - Tel. 314105



Irene Hewitson
Ind - Tel. 318763



Paul Kjenstad
Lab - Tel. 07814 777212



Alison Palmer
Lab - Tel. 314559

WOODHAM WARD



Barbara A. Clare
Lab - Tel. 318333



Neil Collinson
Lab - Tel. 300072



Mary Dalton
Lab - Tel. 320499



Michael Dalton
Lab - Tel. 320499



Sandra Haigh
Ind - Tel. 318303



Keith Henderson
Lab - Tel. 319542

KNOW YOUR COUNCILLOR

AYCLIFFE CENTRAL WARD



Jim Atkinson
Lab - Tel. 310791

AYCLIFFE VILLAGE



Bill Blenkinsopp
Ind - Tel. 788893

SIMPASTURE WARD



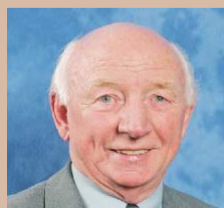
Derek G. Atkinson
Lab - Tel. 301395



John Clark
Lab-Tel. 07972 170190



Valerie M. Raw
Lab - Tel. 311447



William Iveson
Lab - Tel. 312490

WEST WARD



Eddy Adam
Lab-Tel. 07900 701966



Raymond Bowman
Lab - Tel. 308094



Arun M. Chandran
Lab - Tel. 313224



George C. Gray
Ind - Tel. 314934



Daniel Summers
Lab-Tel. 07931 768951



Tom Twissell
Lab-Tel. 07455 666550

SHAFTO / ST. MARY'S WARD



Robert S. Fleming
Lab - Tel. 310025



Wendy Hillary
Lab - Tel. 313273



Malcolm Iveson
Lab - Tel. 319759



Chris Wheeler
Lab - Tel. 318805

NEVILLE WARD



Jed P. Hillary
Lab - Tel. 313273



Sarah Iveson
Lab - Tel. 319759

MEMBERSHIP OF COMMITTEES MUNICIPAL YEAR 2014 / 2015

CHAIRMAN / VICE-CHAIRMAN

Number of Members

COUNCIL (All Members) Councillor Mrs. Wendy P. Hillary (Mayor), Councillor Mrs. Mary Dalton (Deputy Mayor)

ENVIRONMENT COMMITTEE (26 Members + Mayor and Deputy Mayor as ex-officio)

Councillors E. Adam, J. Atkinson, B. Blenkinsopp, R. Bowman, A.M. Chandran, Mrs. B.A. Clare, J.D. Clare, J. Clark, N. Collinson, Mrs. M. Dalton, M.A. Dalton, R.S. Fleming, I. Gray, G.C. Gray, Mrs. S. Haigh, B. Hall, K. Henderson, Mrs. I. Hewitson, J.P. Hillary, Mrs. W.P. Hillary, M. Iveson, Mrs. S.J. Iveson, W. Iveson, P. Kjenstad, Mrs. V.M. Raw, D. Summers, T. Twissell and C. Wheeler.

RECREATION COMMITTEE (26 Members + Mayor and Deputy Mayor as ex-officio)

Councillors E. Adam, J. Atkinson, B. Blenkinsopp, R. Bowman, A.M. Chandran, Mrs. B.A. Clare, J.D. Clare, J. Clark, N. Collinson, Mrs. M. Dalton, M.A. Dalton, R.S. Fleming, I. Gray, G.C. Gray, Mrs. S. Haigh, B. Hall, K. Henderson, Mrs. I. Hewitson, J.P. Hillary, Mrs. W.P. Hillary, M. Iveson, Mrs. S.J. Iveson, W. Iveson, P. Kjenstad, Mrs. V.M. Raw, D. Summers, T. Twissell and C. Wheeler.

POLICY & RESOURCES COMMITTEE (26 Members + Mayor and Deputy Mayor as ex-officio)

Councillors E. Adam, D.G. Atkinson, J. Atkinson, B. Blenkinsopp, R. Bowman, A.M. Chandran, Mrs. B.A. Clare, J.D. Clare, J. Clark, N. Collinson, Mrs. M. Dalton, M.A. Dalton, R.S. Fleming, I. Gray, G.C. Gray, Mrs. S. Haigh, B. Hall, K. Henderson, Mrs. I. Hewitson, J.P. Hillary, Mrs. W.P. Hillary, M. Iveson, Mrs. S.J. Iveson, W. Iveson, Mrs. A. Palmer, Mrs. V.M. Raw, D. Summers and C. Wheeler.

SUB-COMMITTEES AND WORKING GROUPS from the Policy and Resources Committee

SERVICE REVIEW WORKING GROUP (7 Members)

Councillors J.D. Clare, R.S. Fleming, I. Gray, B. Hall, J.P. Hillary, M. Iveson and C. Wheeler.

GENERAL APPEALS SUB-COMMITTEE (Members chosen as necessary)

PERSONNEL SUB-COMMITTEE (9 Members + Mayor as ex-officio)

Councillors D.G. Atkinson, J. Atkinson, Mrs. B.A. Clare, R.S. Fleming, Mrs. S. Haigh, B. Hall, J.P. Hillary, Mrs. W. Hillary, M. Iveson and Mrs. V.M. Raw.

APPEALS SUB-COMMITTEE (9 Members + Deputy Mayor as ex-officio)

Councillors E. Adam, A.M. Chandran, J.D. Clare, M.A. Dalton, Mrs. M. Dalton, K. Henderson, Mrs. I. Hewitson, W. Iveson, P. Kjenstad and C. Wheeler.

AUDIT SUB-COMMITTEE (7 Members + Mayor and Deputy Mayor as ex-officio)

Councillors A.M. Chandran, J.D. Clare, M. Dalton, Mrs. M. Dalton, G.C. Gray, B. Hall, Mrs. W.P. Hillary, M. Iveson and Mrs. S.J. Iveson.

ASSET MANAGEMENT MEMBER WORKING GROUP (11 Members)

Councillors D.A. Atkinson, J. Atkinson, J.D. Clare, R.S. Fleming, G.C. Gray, B. Hall, K. Henderson, J.P. Hillary, M. Iveson, Mrs. V.M. Raw and C. Wheeler.

CHARGES WORKING GROUP (Chairman and Vice-Chairman of Environment, Recreation and Policy and Resources Committees plus the Mayor and Deputy Mayor)

Councillors J.D. Clare, Mrs. M. Dalton, R.S. Fleming, I. Gray, B. Hall, J.P. Hillary, Mrs. W.P. Hillary and M. Iveson.

WORKING GROUPS from the Recreation Committee

GOLF COURSE WORKING GROUP (3 Members + Chair and Vice of Recreation)

Councillors J. Atkinson, R.S. Fleming B. Hall, J.P. Hillary and M. Iveson.

SPORTS COMPLEX WORKING GROUP (Members chosen as necessary)

FESTIVAL WORKING GROUP (8 Members + Chairman & Vice-Chair of Recreation)

Councillors J. Atkinson, J.D. Clare, J. Clark, M. Dalton, Mrs. M. Dalton, B. Hall, J.P. Hillary, P. Kjenstad, D. Summers and (Vacancy)

WORKING GROUPS from the Environment Committee

NEIGHBOURHOOD PLAN STEERING GROUP (4 Members + Chairman & Vice-Chair of Environment + 2

Members of the Public + 8 Co-optees)

J. Atkinson, J.D. Clare, M. Dalton, I. Gray, B. Hall and C. Wheeler.

GRANTS / DONATIONS

The Council considered applications for Grants and the following were agreed and paid out over the year 2013/14.

• North East Autism Society	£ 52	• Woodham Community Assoc.	£ 200
• Greenfield Arts Event	£5,000	• Newton Aycliffe Youth Centre	£ 200
• D.C.C. Newton Aycliffe Library	£200	• School Benevolent Fund	£ 200
• St. Clare's Food Bank	£1,000	• New Age Curling Club	£ 200
• Great North Air Ambulance	£ 200	• St. Clare's Food Bank	£ 500
• Akari Care Home	£ 20	• Oakleaf Bowls Club	£ 200
• Newton Aycliffe Rotary	£ 84		

MAYOR'S ANNUAL EVENTS

The following Civic Dates have now been finalised for the newly appointed Mayor of Great Aycliffe, Councillor Mrs. Wendy P. Hillary.

MAYOR'S "AT HOME"

Saturday, 12th July 2014 at the Council Offices - 2pm to 4pm

CHARITY GOLF TOURNAMENT

Friday, 5th September 2014 at the Oakleaf Golf Complex

MAYOR'S CIVIC BALL

Friday, 20th February 2015 - (Venue to be arranged)

NEWTON AYCLIFFE ROTARY CLUB WILL ALSO BE ORGANISING THE TOWN COMMUNITY CAROL SERVICE

Sunday, 14th December 2014 (Provisional) - Newton Aycliffe Leisure Centre - 2.30pm to 4pm



REPRESENTATIVES TO OUTSIDE BODIES 2014/15

- Youth Council - Three + 1 Officer**
Councillor J.D. Clare, Councillor D. Summers, Councillor T. Twissell, Corporate & Policy Officer
- County Durham Association of Local Councils - Two Members only at AGM + Town Clerk**
Councillor R.S. Fleming, Councillor J.D. Clare, Town Clerk
- Aycliffe Village Community Association - One**
Councillor C. Wheeler
- Woodham Village Community Association - Two**
Councillor N. Collinson, Councillor K. Henderson
- Great Aycliffe and Midridge Local Council's Committee - Two + Town Clerk**
Councillor R.S. Fleming, Councillor B. Hall, Town Clerk
- Larger Local Councils' Forum - Two + Town Clerk**
Councillor R.S. Fleming, Councillor J.D. Clare, Town Clerk
- Newton Aycliffe Youth and Community Centre - One**
Councillor T. Twissell
- Aycliffe and District Bus Preservation Society - Two**
Councillor I. Gray, Councillor D. Summers
- Sedgefield Health Network - One**
(Vacancy) Appoint in due course
- Friends of Byerley Park Local Nature Reserve - One**
Councillor I. Gray
- Friends of West Park - Two**
Councillor E. Adam, Councillor P. Kjenstad
- Friends of Stockton and Darlington Railway - One**
Councillor J. Atkinson

MEETINGS OF THE COUNCIL

28th May 2014	Environment	26th Nov. 2014	Environment
28th May 2014	Recreation *	26th Nov. 2014	Recreation *
4th June 2014	Policy & Resources	3rd Dec. 2014	Policy & Resources
11th June 2014	Full Council	10th Dec. 2014	Full Council
2nd July 2014	Environment	14th Jan. 2015	Environment
2nd July 2014	Recreation *	14th Jan. 2015	Recreation *
9th July 2014	Policy & Resources	21st Jan. 2015	Policy & Resources
16th July 2014	Full Council	28th Jan. 2015	Full Council
3rd Sept. 2014	Environment	25th Feb. 2015	Environment
3rd Sept. 2014	Recreation *	25th Feb. 2015	Recreation *
10th Sept. 2014	Policy & Resources	4th Mar. 2015	Policy & Resources
17th Sept. 2014	Full Council	11th Mar. 2015	Full Council
15th Oct. 2014	Environment	8th Apr. 2015	Environment
15th Oct. 2014	Recreation *	8th Apr. 2015	Recreation *
22nd Oct. 2014	Policy & Resources	15th Apr. 2015	Policy & Resources
29th Oct. 2014	Full Council	22nd Apr. 2015	Full Council

All meetings commence at 7.15 p.m.

* The Recreation Committee will commence immediately after the Environment Committee Meeting.

13th MAY, 2015 - COUNCIL ANNUAL MEETING - 7.15 p.m.

20th MAY, 2015 - PARISH MEETING - 7.15 p.m. (***)

The Public and Press are cordially invited to attend.

"The Public Entrance to the Council Chamber will be open 30 minutes prior to the commencement of meetings".

COUNCIL SUB-COMMITTEES

Personnel Sub-Committee - This Sub-Committee will be held as and when required.

Audit Sub-Committee - This Sub-Committee will meet, as a minimum, on a quarterly basis. (Dates as appropriate)

Appeals Sub-Committee - This Sub-Committee will be held as and when required.

General Appeals Sub-Committee - Will be held as and when required.

The following Working Groups will meet as and when required.

Charges Working Group	Asset Management Member Working Group
Golf Working Group	Sports Complex Working Group
Show Working Group	Service Review Working Group
Personnel Member Appeal Panel	

(***) (N.B. - this is not a meeting of the Town Council but a meeting of local government electors in the Council's area. Any queries about the Parish Meeting can be made to the Town Clerk on 01325 300700).

MEMBERS' ALLOWANCES

Listed below for public disclosure is the allowances and other expenses claimed by the Council's Elected Members during the financial year 2013/14 in line with statutory requirements as set out in the Local Authority (Members Allowances) Regulations 2004.

Surname	Forenames	Title	Total Payment	Allowance	Subsistence	Mileage Claim
Adam	Eddy	Mr	£954.21	£954.21		
Atkinson	Derek	Mr	£954.21	£954.21		
Atkinson	Jim	Mr	£954.21	£954.21		£19.99
Blenkinsopp	William M.	Mr	£1,059.60	£1,059.60		
Bowman	Raymond T	Mr	£1,059.60	£1,059.60		
Chandran	Arun M	Mr	£954.21	£954.21		
Clare	Barbara Anne	Mrs	£1,059.60	£1,059.60		
Clare	John D	Mr	£1,059.60	£1,059.60		
Clark	John	Mr	£954.21	£954.21		
Collinson	Neil	Mr	£954.21	£954.21		
Dalton	Michael A	Mr	0	0		
Dalton	Mary	Mrs	£1,059.60	£1,059.60		£10.37
Fleming	Robert S	Mr	£1,059.60	£1,059.60		
Gray	George C	Mr	£1,059.60	£1,059.60		
Gray	Ian	Mr	£1,059.60	£1,059.60		
Haigh	Sandra	Mrs	£1,059.60	£1,059.60		
Hall	Brian	Mr	£1,059.60	£1,059.60		
Henderson	Keith	Mr	£1,059.60	£1,059.60		
Hewitson	Irene	Mrs	£1,059.60	£1,059.60		
Hillary	Jeremy P	Mr	£1,059.60	£1,059.60		
Hillary	Wendy P	Mrs	£1,059.60	£1,059.60		
Iveson	Malcolm	Mr	£1,059.60	£1,059.60		
Iveson	Sarah J	Mrs	£1,059.60	£1,059.60		
Iveson	William	Mr	£1,059.60	£1,059.60		
Kjenstad	Paul	Mr	£954.21	£954.21		
Palmer	Alison	Mrs	£1,059.60	£1,059.60		
Raw	Valerie M	Mrs	£1,059.60	£1,059.60		
Summers	Dan	Mr	£954.21	£954.21		
Twissell	Tom	Mr	£954.21	£954.21		
Wheeler	Chris	Mr	£954.21	£954.21		

Subsistence figures are for Conferences - As per approved Members Allowance Scheme

Annual Report on the Council's Finances 2013/14

1. Introduction

Welcome to the annual report on the Council's finances which we hope you will find informative and of interest.

This report sets out the Council's spending plans for 2014/15 explaining how the budget will be funded by you, the council tax payers of the Parish, whilst also providing a summary of the Council's financial performance last year including the outcome of the annual audit inspection.

2. The Council Budget

The Council Budget is an estimate of the resources that the Council will require to be raised from council tax to fund all of the services it provides for the year ahead.

The Budget covers the financial year which runs from 1st April to 31st March.

The Council needs to set a Revenue Budget and a Capital Budget each year.

The **Revenue Budget** funds the day to day running costs of the Council's services such as salaries and supplies and the net cost, after deducting any income receivable from fees and charges and grants, is met from the Town Council proportion of your Council Tax bill.

The **Capital Budget** funds major one off investment in the Council's fixed assets such as its buildings, vehicles and play areas and is funded from the Council's Balances and Reserves and any external grants that may be available.

3. 2014/15 Revenue Budget

The 2014/15 Revenue Budget was developed on the principle of maintaining services whilst keeping the required increase in council tax as low as possible bearing in mind the difficult back drop of funding cuts and increasing costs.

Additional budget provision totalling more than £150,000 needed to be made for a number of unavoidable budget increases including:-

- A £40,000 cut in the Local Council Tax Support Grant funding;
- A 1% officer pay award;
- Additional pension costs following the implementation of automatic enrolment;
- Pension contributions now being payable on all staff overtime; and
- Inflation on running costs;

However, these increases were offset, for the most part, by savings, budget reductions and increases in income, assisted by the favourable Revenue Budget position in 2013/14 when a significant saving was achieved. Savings included:-

Service Area	2014/15 Budget £
Members and Civic Expenses	67,300
Corporate Management, Finance and Administration	437,500
Capital Financing Charges	30,150
Pre Schools	252,650
Community Events	150,700
Sports Complex	653,500
Golf Course and Driving Range	223,600
Environment and Open Spaces	129,250
Parks, Sports Pitches and Play Areas	222,100
Works and Depot	170,100
Street Equipment	9,250
Cemeteries	72,450
Allotments	16,000
Neighbourhood Plan	37,500
Contingency Sum	27,500
Total Cost of Running Town Council Services	2,499,550
One Off Capital Investment in Council Assets	170,500
Contribution to Capital Reserves	25,000
Total Planned Spending	2,695,050
Less Income	
Council Tax Support Grant	(255,850)
Pre-Schools Funding and Fees	(220,500)
Sports Complex Fees and Charges	(442,500)
Golf Course and Driving Range Fees and Charges	(183,000)
Cemeteries and Allotments Fees and Charges	(26,550)
Feed In Tariff Income from Solar Panels	(12,500)
Other Income	(25,050)
Investment Income	(4,500)
Total Income	(1,170,450)
Less Use of Balances to fund Capital Budget	(170,500)
Less Use of Balances to fund Neighbourhood Plan	(37,500)
Net Budget Requirement / Council Precept	1,316,600

- The significant recovery in sports and golf complex income during 2013/14;
- High attendance levels and therefore funding income at the pre-schools;
- The removal of the budgets for elections and the neighbourhood plan which will be funded from earmarked revenue reserves in future years;
- Cutting the annual contribution to capital reserves by £25,000;
- Efficiency savings from improved procurement; and
- Reductions in under-utilised budgets.

In overall terms, the increase in the Council's **2014/15** Net Revenue Budget Requirement, as represented by the **Council Precept**, increased by £45,000 or 3.5%, from £1,271,600 to **£1,316,600**.

4. 2014/15 Council Tax

The 2014/15 Council Precept resulted in a Town Council Tax at Valuation Band D of £209.18 per year.

This represented an increase of £5 per year or 2.49% on the 2013/14 Council Tax of £204.10.

However, it is important to note that more than half of the properties in Great Aycliffe fall within Council Tax Band A and therefore pay only two thirds of the Band D Council Tax. The Band A Council

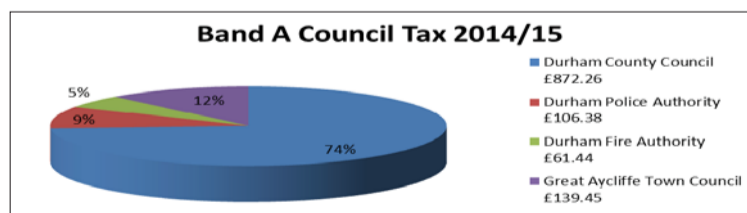
Tax for 2014/15 equates to £139.45 per year.

The decision to increase the Council Tax this year, for the first time in five years, was not taken lightly by the Council.

By limiting the increase to 2.49%, the impact on the Council Tax Bill at Valuation Band A was restricted to £3.40 per year or 7 pence per week.

This increase has ensured that all of the important services provided by the Town Council to the community of Great Aycliffe can be maintained in the year ahead.

A breakdown of the 2014/15 Council Tax is shown below showing that only 12p in every £1 of the total Council Tax comes to the Town Council, with the remaining 88p funding county council, police and fire services:-



5. 2014/15 Capital Programme Budget

The Council will continue to make capital investment in 2014/15 in order to deliver the Council's Asset Management Plan and invest in community assets.

The **Capital Programme Budget for 2014/15** has been set at **£170,500** and includes provision for building

maintenance works, replacement machinery and computer equipment, play equipment, footpath and play area safety surface repairs.

The Capital Programme Budget will be funded in full from the Council's Earmarked Capital Reserves which are set aside for this purpose.

6. Council Balances and Earmarked Reserves

The Council's Balances and Earmarked Reserves stood at just over £1.05 million at the end of March 2014.

This is significantly better than had been originally anticipated and is as a result of the savings delivered on the Council's Revenue Budget last year as well as the lower than expected spending on the Capital Programme Budget.

The current level of reserves held will help the Council to meet its capital spending commitments for the foreseeable future, and will provide some protection against further cuts to the Local Council Tax Support Grant funding.

7. 2012/13 and 2013/14 Actual Revenue Spending

A summary of the Council's actual expenditure in 2012/13 and 2013/14 in running its various services, and how this expenditure was funded is detailed below:-

2012/13 £	Service Area	2013/14 £
68,670	Members and Civic Expenses	62,953
413,560	Corporate Management, Finance and Administration	429,612
30,184	Capital Financing Charges	29,958
232,968	Pre Schools	249,930
140,409	Community Events	129,785
702,778	Sports Complex	709,089
274,390	Golf Course and Driving Range	276,303
321,138	Parks, Sports Pitches and Play Areas	316,644
318,284	Environment, Works and Street Equipment	304,759
79,666	Cemeteries	77,302
18,057	Allotments	19,222
3,933	Contingency Sum	842
-	Elections	14,956
2,604,037	Total Cost of Running Council Services	2,621,355
	Less Income	
(38,475)	Council Tax Support Grant / Double Taxation Grant	(296,146)
(251,345)	Pre Schools Funding and Fees	(226,232)
(424,563)	Sports Complex Fees and Charges	(441,905)
(152,110)	Golf Course and Driving Range Fees and Charges	(186,026)
(18,575)	Cemeteries Fees	(19,362)
(6,425)	Allotments Rents	(6,603)
(37,725)	Other Fees and Charges	(40,207)
-	Use of Balances to Fund Election	(14,956)
(4,592)	Investment Income	(5,896)
(933,810)	Total Income	(1,237,333)
(359,843)	Exclusion of Depreciation Charges	(347,410)
1,310,384	Actual Net Cost of Council Services	1,036,612
314,016	Contribution to Council Balances / Savings	234,988
1,616,850	Council Precept / Council Tax	1,271,600

The financial position and spending of the Council is continuously monitored and controlled in order to help achieve the most efficient use of public resources. Efficiency savings are identified wherever possible, for example by reviewing services, changing suppliers, and testing the market.

As can be seen above, this prudent management of the Council's spending has resulted in significant savings being achieved in both 2012/13 and 2013/14.

Spending last year was nearly £235,000 or 18% under the level of Precept. This saving was made up of the planned £50,000 contribution to Earmarked Capital Reserves as well as efficiency savings, increases in income and under spending of around £185,000.

All savings achieved on the Revenue Budget have been set aside in the Council's Earmarked Reserves to support future spending commitments and to

provide for further investment in Council and community assets for the benefit of the tax payers of Great Aycliffe over the coming years.

8. 2012/13 and 2013/14 Actual Capital Investment

A summary of the Council's capital investment in Council and community assets in 2012/13 and 2013/14, and how this expenditure was funded is detailed below:-

2012/13 £	Investment Area	2013/14 £
62,606	Council Buildings Investment	16,775
10,183	Council Offices Solar Panels	-
46,585	Aycliffe Show Field Improvements	-
25,500	Replacement Vehicles, Machinery and Equipment	19,037
-	Information Technology and Office Equipment	32,048
61,008	Parks and Play Area Investment	-
27,667	Infrastructure Works (Drainage, Bridges, Footpaths)	28,683
3,033	Street Equipment (Bus Shelters, Bins, Fencing)	8,648
236,582	Total Capital Investment	105,191
	Funded by:-	
61,076	Capital Contributions	-
175,506	Use of Council Balances	105,191
236,582	Funding of Capital Investment	105,191

While capital investment has fallen back in the last couple of years, the Council has still made **investment in Council and community assets of nearly £2 million over the six years since 2008.**

This investment has included the installation of numerous new play areas and multi-use games areas across the town, the opening of the Environment Centre at Moore Lane, planting of new woodland, disabled access works, planned

maintenance works to public buildings and replacement vehicles, machinery and equipment.

This is all investment that would not otherwise have been possible if the Council did not include a contribution to capital reserves in the Revenue Budget each year and achieve efficiency savings against the Revenue Budget year on year.

It is also important to note that the Council has actively sought external grant funding to support its capital investment in the town in recent years, securing over £500,000 from various funds.

9. Annual Audit Report

The Council is subject to an annual inspection by its external auditors and the overall opinion on the financial standing of the Council is set out in an Annual Audit Letter. The auditors looked at three main areas in 2012/13:-

1. Statement of Accounts
2. Annual Governance Statement
3. Value for Money (Use of Resources Assessment)

The Council is pleased to report that it has again received a clean bill of health on all aspects of the audit inspection.

This means that the external auditors consider that:-

- The Council's Statement of Accounts presents fairly its financial position;
- The Council is well managed and governed with sound strategies, policies, procedures, systems and internal controls;
- The Council's finances are in good order;
- The Council secures economy, efficiency and effectiveness in the use of public money and delivers value for money services to the local community.

This was a very positive Audit Report for the Council and has been achieved as a result of the hard work and commitment of all councillors, management and staff.

The Annual Audit Letter and the Council's Statement of Accounts are available to view at the Council Offices or on the Council's website.