



Great Aycliffe Town Council NEWSLETTER



Telephone: 01325 300700 • Email: info@great-aycliffe.gov.uk • Website: www.great-aycliffe.gov.uk

ANNUAL REPORT 2015/16

Foreword by the outgoing Mayor, Councillor Mrs Mary Dalton

This has been another wonderful year for me to represent the Town Council of Great Aycliffe in my role as Mayor. I had the pleasure to attend 155 engagements in addition to the formal civic duties. Meeting so many residents, some of who were celebrating special occasions, is one of the things that I enjoy the most about being the Mayor.



I would like to take this opportunity to thank everyone who helped me raise £4,350.00 for my nominated charities, Renal Unit at James Cook Hospital; Friends of Senior Citizens; Baden Powell Scouts; Newton Aycliffe Division Guides Association and 1st Newton Aycliffe Scout Association. This included a generous donation from Barclays Bank.

This annual report provides a brief summary of some key achievements from the past year and an overview of financial information.

SOME KEY THINGS WE DID LAST YEAR

The Council made **capital investment of nearly £315,000 in 2015/16** and the main capital works completed are listed below:

- replacement play equipment in Horndale and Oak Leaf play areas;
- a new multi-use games area at Moore Lane Park;
- the upgrade of the play area and other improvements at West Park;
- a replacement tractor, utility vehicle, ride-on mower and new golf machinery;
- golf course safety improvements and irrigation system repairs;
- play area safety surfacing repairs and footpath repairs.

In addition to the capital works the Town Council:

- ✓ achieved £186,000 savings across all service areas;
- ✓ once again achieved a clean bill of health with our finances and received our ninth unqualified audit;
- ✓ we supported 13 different local organisations by giving grants over £2,979.
- ✓ provided and managed a wide range of special community events such as Fun-in-the-Parks; Santa Tours, Senior Citizens' Excursions; Christmas Lights; Firework Display and the Aycliffe Festival;
- ✓ assisted and supported other event organisers – 10K race; 3K Fun Run; Remembrance Parade; Junior Cross Country; Vintage Vehicles Event and Community Enhancement Awards;

A message from the new Mayor, Councillor Jed Hillary

It was an honour and a privilege to be appointed Mayor of Great Aycliffe at the Town Council's Annual General Meeting on 11 May 2016. I have chosen to raise funds for the Rifles Care for Casualties, which looks after the needs of wounded veterans who served in the Regiment. As an ex-serviceman who served in the Light Infantry (a predecessor

of the Rifles) I felt this was a most worthy cause. I am also supporting Aycliffe Village Hall Association and the Newton Aycliffe Youth and Community Centre. Both of these have taken on properties from Durham County Council under asset transfer and have become financially self-sufficient however public buildings need to be maintained and I



Cobbler's Hall Project Progressing

The Town Council is working with Durham County Council to take responsibility for the County Council's play area, located to the rear of Eade Close, adjacent to Burn Lane – please see the location plan below.

Funding of £75,000 has been agreed by the Town Council, matched by £80,000 from Durham County Council.

A comprehensive consultation exercise has been undertaken with local residents and stakeholders, the responses from which are currently being analysed. A formal lease for the land is awaited from the County Council.

The current proposal is to provide a play area, with equipment suitable for 6-14 years, with the possibility of an additional Multi-Use Games Area (MUGA).

Further information on the project will be available as it progresses. In the meantime, It is not too late to comment on the proposals – the Town Council would be pleased to receive your views – contact the Council Offices on 01325 300700 or e-mail info@great-aycliffe.gov.uk

Possible Location of Equipment



 Play Area

 MUGA

hope to be able to help in a small way. My wife Wendy and I are looking forward to supporting and representing the town, businesses and community.

During the coming year will present many challenges and opportunities. The Council has already made plans for a Queen's Jubilee celebration event in the Town Park on Saturday 11 June; the Senior Citizens trips are almost fully booked; the Festival fortnight is mapped out in July; Fun in the Parks events will run during August; the firework display will take place again this year (free for all residents of the Parish of Great Aycliffe); and of course the Santa Tours. The Neighbourhood Plan is nearing the end of its incredible journey and adoption will be subject to a public referendum in the autumn. The plan will provide safeguards in terms of future planning and development on the town; protection of our wonderful green open spaces; and give guidance on our expectations for future retail provision.

If you would like me to attend any special event or occasion, please contact Christine Ryder at the Town Council offices on 300700.

The **Capital Programme Budget for 2016/17 totals £254,750** and some of the key planned projects are:

- a new park development in the Cobblers Hall area of the town, detailed on the front page;
- replacement play equipment at Byerley Park play area;
- play area surfacing repairs and skate park repairs;
- a new scoot track at Horndale Park;
- council offices flat roof replacement and energy efficiency works;
- hand held digital radios for special events and the park patrol service;
- replacement of the golf irrigation system control panel and tank;
- replacement litter bins and public seating on Town Council owned land and
- improvement works at Woodham bridleway.

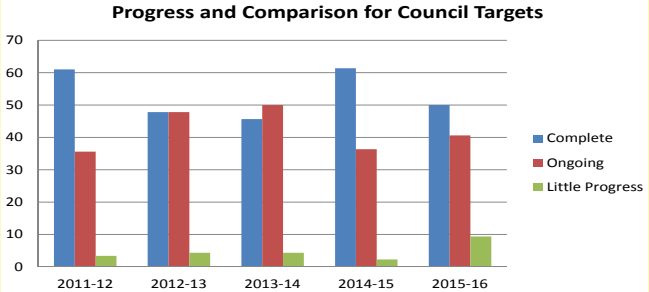
We also continue to provide our usual services such as:-

- ✓ An environmental centre at Moore Lane
- ✓ Held another successful Town Pride Environment Week working with the Youth Council, local schools and volunteers
- ✓ Manage 9 parks, all with play equipment and provide additional play areas at Scott Place, School Aycliffe and the Oak Leaf Sport Complex
- ✓ Continue to provide 6 football pitches, Mini-soccer and six-a-side pitches
- ✓ Continue to run the Oak Leaf Sports Complex - indoor bowls, sports hall, squash courts, bar and catering, children's holidays courses, indoor/outdoor sports activities
- ✓ Continue to run the Oak Leaf Golf Complex – 18 hole golf course and an 18 bay floodlit driving range
- ✓ Continue to provide a limited supply of free dog poo bags
- ✓ Continue our partnership working with Durham County Council
- ✓ Worked with a range of partners to deliver a variety of events and services
- ✓ Manage Stephenson Way Cemetery and West Cemetery and provide grounds maintenance and burial service at St Andrew's Churchyard
- ✓ Provision and maintenance of Aycliffe Angels Memorial Garden
- ✓ Maintenance of war memorial and flagpole
- ✓ Run a pre-school play setting at St. Oswald's Park – with a 'good' Ofsted rating

- ✓ Provide a range of civic events
- ✓ Provide 212 allotment plots in 5 different locations. Including 2 allotment sites with pigeon or poultry facilities
- ✓ Employ a Town Pride Team and a team of Park Patrol Operatives
- ✓ Provide public seats in many locations
- ✓ Provide bus shelters with litter bins (not the ones with adverts)
- ✓ Grounds maintenance and environmental management at a number of key sites
- ✓ Assist Aycliffe Youth Council
- ✓ Provide a lorry park
- ✓ Encourage Community Empowerment through Customer Panel, Consultation and Open Days
- ✓ Provide small grants to local voluntary organisations
- ✓ Continue to support the preparation of the Great Aycliffe Neighbourhood Plan
- ✓ Comment on planning applications

Town Council Targets and Progress

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. A number of targets were specifically included following the consultation as part of the Great Aycliffe Neighbourhood Plan process.



The Town Council aims, targets, policies and strategic documents have been subject to an in-depth review by a sub-committee of the Council to ensure everything is up to date and still fit for purpose.

A section on Town Council Services was incorporated into the neighbourhood plan consultation including questions on ‘value for money’ and ‘satisfaction with services’. It was extremely pleasing, in the current economic climate, to receive responses which showed continual improvement on previous surveys:-

Provides value for money			Satisfied with the work of the Town Council		
2007	2009	2014	2007	2009	2014
63%	72%	79%	67%	72%	77%

When more detailed analysis of the negative responses was undertaken, a large number of comments did relate to Town Council services, such as the state of the town centre, comments about street lights, refuse collection and the state of the refuse tip. When these specific items were removed this took the adjusted satisfaction figures to:-

Providing Value for Money	84%
Satisfaction with the Town Council	82%

- Town Council Targets for 2016 to 2017**
- AIM 1 - TO PROVIDE GOOD QUALITY GOVERNANCE AND MANAGEMENT OF THE COUNCIL**
- 1 Publish a Town Council Service Delivery Plan by 31st May each year
 - 2 Publish an Annual Report
 - 3 Provide a Member and Town Clerk training programme
 - 4 Undertake an annual review of the Council Constitution, Financial Regulations and Council Policies to ensure compliance with current legislation
 - 5 Undertake a review of all records and filing systems annually to comply with Data Protection and Freedom of Information Act
 - 6 Improve advertising of Council facilities and services by targeting a service area in each publication
 - 7 Improve use of all media, including social media, to advertise the Council’s services and facilities

- 8 Undertake research where appropriate for new policies and procedures
 - 9 Keep up to date with any changes in legislation and report to council as and when required
 - 10 Continue to monitor energy consumption and reduce usage where possible
 - 11 Implement an annual appraisal scheme for all staff with a view to completing all appraisals by September each year
- AIM 2 - TO MANAGE THE COUNCIL’S FINANCES AND ASSETS IN A RESPONSIBLE MANNER**
- 12 Produce annual statement of accounts by June each year
 - 13 Achieve an unqualified audit opinion on the Audit Completion Report
 - 14 Achieve an unqualified audit opinion of the Accounts by 30.9.16
 - 15 Ensure the Medium Term Financial Plan is approved by 30th June each year
 - 16 Deliver the Internal Audit Plan Schedule of Work and report to Council
 - 17 Manage the financial impact of the localisation of support for council tax (LCTSS) and any future cuts to LCTSS funding
 - 18 Ensure compliance with the Transparency Code/ Openness of Local Government Regulations
 - 19 Delivery the work set out in the Asset Management Plan via the capital programme and, a six monthly review is undertaken with Officers and Member Asset Management Group.
 - 20 Quarterly budget control reports are presented to Policy and Resources Committee
 - 21 Budgets/Precepts approved by 31st January 2017
 - 22 Undertake a review of all Council risks every March and report to Council
 - 23 Continue the programme of financial reviews of all service areas
 - 24 Undertake an annual update of the Asset Register including the schedule of expected life and replacement costs for buildings, 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**
- 25 Deliver the Council’s programme of special events
 - Fun in the Parks
 - Aycliffe Festival
 - Senior Citizens Trips
 - Firework Display
 - Santa Letters
 - Santa Tours
 - Christmas lights
 - 26 Undertake a review of the Santa Tours to ensure volunteers and members of the public are safe and as much, as possible, of the Town has a visit from Santa
 - 27 Help co-ordinate and deliver the Aycliffe Festival, providing assistance, financial support if required, training and publicity and undertake a review as soon as possible following the event
 - 28 Install a scoot track at Horndale park subject to finance becoming available
 - 29 Undertake a review of activity usage and explore the possibility of any new activities that could be implemented at the Oak Leaf Sports Complex
 - 30 Undertake a review of golf complex usage and explore ways to improve membership and income through new initiatives
- AIM 4 - TO PROVIDE PRE-SCHOOL EDUCATION AS APPROPRIATE IN GREAT AYCLIFFE**
- 31 Ensure the continuous improvement of the service and obtain at least a ‘good’ and aiming for ‘excellent’ Ofsted Inspection
 - 32 To complete a service review of the existing and future provision at St. Oswald’s Pre-School

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

- 33 Works & Environment Manager to arrange to work with local schools and community groups to develop volunteer opportunities
 - 34 Undertake the works arising from the survey of trees on Town Council land in accordance with the Tree Policy and prioritise any work needed
 - 35 To continue to monitor the health and condition of the trees on Town Council land
 - 36 Commission The Groundwork Trust to undertake a Hydrology and Ecology report on the lakes at West Park and investigate ways and means to implement any recommendations
 - 37 Undertake landscaping improvement works at West Park working in conjunction with the Works & Environment Manager and Friends Groups
 - 38 Works and Environment Manager to organise and help deliver public countryside events
 - 39 Complete at least 5 targeted Himalayan Balsam removing working parties along The Burn
 - 40 Improve and increase the planting, including additional plant species, in the wildflower meadows
 - 41 Undertake maintenance and management of specific Durham County Council environmental areas as per the management agreement
 - 42 Undertake a limited snow clearing and gritting service for Durham County Council (DCC) as per the winter maintenance agreement for the benefit of residents
- AIM 6 – HELP AND ENCOURAGE PARTNERSHIP WORKING TO IMPROVE THE SERVICES AND FACILITIES FOR THE RESIDENTS OF GREAT AYCLIFFE**
- 43 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
 - 44 To continue partnership working with DCC and build on the existing initiatives
 - 45 Work with the Youth Council, schools, community and voluntary groups hold a Town Pride Environment Week
 - 46 The Works and Environment Manager, the Town Pride Team and Park Patrol Officers to work with DCC Officers to ensure that at least 2 areas in the Great Aycliffe Parish have a targeted Anti-Dog Fouling campaign in addition to the work already scheduled by DCC
 - 47 The Works & Environment Manager and Town Pride Team to work with DCC Officers and Tidy Britain to ensure that the Great Aycliffe Parish has a targeted Anti-Littering campaign, in addition to the work already scheduled by DCC
 - 48 Work in partnership with residents and friends groups to improve our parks, play areas and environment areas
- AIM 7 - ENCOURAGE THE RESIDENTS OF GREAT AYCLIFFE TO BECOME INVOLVED IN LOCAL DEMOCRACY**
- 49 Hold an aims and target meeting each March to discuss progress on existing targets and new targets with the Customer Panel Group
 - 50 Hold a budget setting consultation meeting with the Customer Panel
 - 51 Continue the development of a Neighbourhood Plan, improving community engagement and encouraging the residents of Great Aycliffe to become involved and help achieve the following.
 - Help promote the Plan
 - Review the draft plan
 - Assist with the independent inspection
 - Vote in the referendum asap following independent inspection
 - 52 Hold a Parish Meeting
 - 53 Hold an Allotment AGM
 - 54 Hold 4 allotment representative meetings
 - 55 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**
- 56 Produce timely responses to all major consultations carried out

MEMBERSHIP OF COMMITTEES MUNICIPAL YEAR 2016 / 2017

Number of Members

COUNCIL (All Members) Councillor Jed Hillary (Mayor), Councillor Michael Dalton (Deputy Mayor)

ENVIRONMENT COMMITTEE (27 Members + Mayor and Deputy Mayor as ex-officio)

Councillors E. Adam, M. Ashcroft, D.G. Atkinson, J. Atkinson, P.J. Bergg, B. Blenkinsopp, 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, K. Robson and C. Wheeler.

RECREATION COMMITTEE (27 Members + Mayor and Deputy Mayor as ex-officio)

Councillors E. Adam, M. Ashcroft, D.G. Atkinson, J. Atkinson, P.J. Bergg, B. Blenkinsopp, 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, K. Robson and C. Wheeler.

POLICY & RESOURCES COMMITTEE (25 Members + Mayor and Deputy Mayor as ex-officio)

Councillors E. Adam, M. Ashcroft, J. Atkinson, P.J. Bergg, B. Blenkinsopp, 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. V.M. Raw, K. Robson and C. Wheeler.

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

SERVICE REVIEW WORKING GROUP (9 Members)

Councillors J. Atkinson, A.M. Chandran, R.S. Fleming, G.C. Gray, I. Gray, B. Hall, M. Iveson, K. Robson and C. Wheeler.

GENERAL APPEALS SUB-COMMITTEE (Members chosen as necessary from appropriate Committee)

MEMBER APPEALS PANEL (Members chosen as necessary from Personnel Sub-Committee)

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

Councillors E. Adam, W.M. Blenkinsopp, A.M. Chandran, J.D. Clare, K. Henderson, J.P. Hillary, W. Iveson, P. Kjenstad and C. Wheeler.

PERSONNEL SUB-COMMITTEE (12 Members + Mayor as ex-officio)

Councillors M. Ashcroft, J. Atkinson, Mrs. B.A. Clare, J. Clark, M.A. Dalton, Mrs. M. Dalton, R.S. Fleming, Mrs. S. Haigh, B. Hall, Mrs. W. Hillary, M. Iveson, Mrs. S.J. Iveson and Mrs. V.M. Raw.

AUDIT SUB-COMMITTEE (8 Members + Mayor and Deputy Mayor as ex-officio)

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

ASSET MANAGEMENT MEMBER WORKING GROUP (10 Members)

Councillors J. Atkinson, P.J. Bergg, A.M. Chandran, R.S. Fleming, G.C. Gray, B. Hall, K. Henderson, 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. Atkinson, A. Chandran, M.A. Dalton, R.S. Fleming, I. Gray, B. Hall, J.P. Hillary and M. Iveson.

REVIEW SUB-COMMITTEE (11 Members + Mayor and Deputy Mayor as ex-officio)

Councillors J. Atkinson, A.M. Chandran, M.A. Dalton, Mrs. M. Dalton, R.S. Fleming, B. Hall, J.P. Hillary, Mrs. W.P. Hillary, M. Iveson, Mrs. S.J. Iveson, Mrs. V. Raw, K. Robson and C. Wheeler.

WORKING GROUPS from the Recreation Committee

GOLF COURSE WORKING GROUP (4 Members + Chair and Vice of Recreation)

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

SPORTS COMPLEX WORKING GROUP (Members chosen as necessary)

FESTIVAL WORKING GROUP (4 Members + Chairman & Vice-Chair of Recreation)

Councillors M. Ashcroft, J. Atkinson, J. Clark, M.A. Dalton, Mrs. M. Dalton, B. Hall and K. Robson.

SANTA TOURS WORKING GROUP (2 Members + Chair & Vice-Chair of Recreation and Policy)

Councillors J. Atkinson, R.S. Fleming, B. Hall, M. Iveson, P. Kjenstad and K. Robson.

GRANTS / DONATIONS

The Council considered applications for Grants and the following were agreed and paid out over the year 2015/16.

• Rotary Club of Newton Aycliffe	£52.00	• Bite the Ballot	£200.00
• Great North Air Ambulance	£500.00	• Shine Choir	£300.00
• Newton Aycliffe F.C.	£300.00	• Great North Air Ambulance	£200.00
• Aycliffe Village Hall Association	£100.00	• Durham Cathedral Fund	£250.00
• Rotary Club of Newton Aycliffe	£100.00	• St. Clare’s Foodbank	£500.00
• Aycliffe Village Local History Society	£275.00	• Mr. P. Billany - Squash Court Usage	£150.00
• Rotary Club of Newton Aycliffe	£52.00	Total	£2979.00

Aycliffe Youth Council has 21 members whose ages range from 12 to 19. They approved four grants which benefited local organisations totalling £975.



The Chairman and Vice-Chairman of the Youth Council placed a wreath at the War Memorial on Remembrance Sunday and took part in the TFM Christmas Toy Appeal with some Youth Councillors donating their allowance and others collecting toys and gifts with fantastic results.

30 Year Service Award

The Mayor of Great Aycliffe, Councillor Jed Hillary, congratulated Mr. Andy Hill on his achievement of 30 years’ service with Great Aycliffe Town Council and Team Leader in the Works Section. The Mayor thanked Andy for his loyal and committed service to the Town Council.



REPRESENTATIVES TO OUTSIDE BODIES 2016/17

- (a) **Youth Council - Two + Corporate & Policy Officer**
Councillor D.G. Atkinson, Councillor J. Atkinson, Corporate & Policy Officer
- (b) **County Durham Association of Local Councils - Two Members only at AGM + Town Clerk** - Councillor R.S. Fleming, Councillor M. Iveson, Town Clerk
- (c) **Aycliffe Village Community Association - One** - Councillor C. Wheeler
- (d) **Woodham Village Community Association - Two**
Councillor N. Collinson, Councillor K. Henderson
- (e) **Great Aycliffe and Middridge Local Council’s Committee - Two + Town Clerk**
Councillor R.S. Fleming, Councillor B. Hall, Town Clerk
- (f) **Larger Local Councils’ Forum - Two + Town Clerk**
Councillor R.S. Fleming, Councillor M. Iveson, Town Clerk
- (g) **Newton Aycliffe Youth and Community Centre - One** - Councillor C. Wheeler
- (h) **Aycliffe and District Bus Preservation Society - One** - Councillor I. Gray
- (i) **Friends of Byerley Park Local Nature Reserve - One** - Councillor I. Gray
- (j) **Friends of Stockton and Darlington Railway - One** - Councillor J. Atkinson
- (k) **Neighbourhood Plan Steering Group - Five**
Councillor J. Atkinson, Councillor M.A. Dalton, Councillor I. Gray, Councillor B. Hall, Councillor C. Wheeler
- (l) **Crime and Community Safety Task Group - Two**
Councillor M. Iveson, Councillor M. Ashcroft

MEETINGS OF THE COUNCIL

25th May 2016	Environment	7.15 p.m.	23rd Nov. 2016	Environment	7.15 p.m.
25th May 2016	Recreation	* 7.15 p.m.	23rd Nov. 2016	Recreation	* 7.15 p.m.
1st June 2016	Policy & Res.	7.15 p.m.	30th Nov. 2016	Policy & Res.	7.15 p.m.
8th June 2016	Full Council	7.15 p.m.	7th Dec. 2016	Full Council	7.15 p.m.
29th June 2016	Environment	7.15 p.m.	11th Jan. 2017	Environment	7.15 p.m.
29th June 2016	Recreation	* 7.15 p.m.	11th Jan. 2017	Recreation	* 7.15 p.m.
6th July 2016	Policy & Res.	7.15 p.m.	18th Jan. 2017	Policy & Res.	7.15 p.m.
13th July 2016	Full Council	7.15 p.m.	25th Jan. 2017	Full Council	7.15 p.m.
31st Aug. 2016	Environment	7.15 p.m.	22nd Feb. 2017	Environment	7.15 p.m.
31st Aug. 2016	Recreation	* 7.15 p.m.	22nd Feb. 2017	Recreation	* 7.15 p.m.
7th Sept. 2016	Policy & Res.	7.15 p.m.	1st Mar. 2017	Policy & Res.	7.15 p.m.
14th Sept. 2016	Full Council	7.15 p.m.	8th Mar. 2017	Full Council	7.15 p.m.
12th Oct. 2016	Environment	7.15 p.m.	5th Apr. 2017	Environment	7.15 p.m.
12th Oct. 2016	Recreation	* 7.15 p.m.	5th Apr. 2017	Recreation	* 7.15 p.m.
19th Oct. 2016	Policy & Res.	7.15 p.m.	12th Apr. 2017	Policy & Res.	7.15 p.m.
26th Oct. 2016	Full Council	7.15 p.m.	19th Apr. 2017	Full Council	7.15 p.m.

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

17th MAY, 2017 - COUNCIL ANNUAL MEETING - 7.15 p.m.
24th MAY, 2017 - 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. Review Sub-Committee – This Sub-Committee will meet as 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	Santa Tours Working Group

(***) (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 2014/15 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	Edward M.	Mr	£1,059.60	£1,059.60		
Ashcroft	Martin	Mr	£697.57	£697.57		
Atkinson	Derek George	Mr	£1,059.60	£1,059.60		
Atkinson	James	Mr	£1,085.10	£1,059.60		£25.50
Bergg	Peter John	Mr	£618.10	£618.10		
Blenkinsopp	William M.	Mr	£1,059.60	£1,059.60		
Bowman	Thomas R.	Mr	£1,059.60	£1,059.60		
Chandran	Arun	Mr	£1,059.60	£1,059.60		
Clare	John Duncan	Mr	£1,059.60	£1,059.60		
Clare	Barbara Anne	Mrs	£1,059.60	£1,059.60		
Clark	John Joseph	Mr	£1,059.60	£1,059.60		
Collinson	Neil	Mr	£1,059.60	£1,059.60		
Dalton	Maria	Mrs	£1,059.60	£1,059.60		
Dalton	Michael	Mr	£10.37	£0.00		£10.37
Fleming	Robert Stuart	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	Wendy P.	Mrs	£1,059.60	£1,059.60		
Hillary	Jeremy Paul	Mr	£1,059.60	£1,059.60		
Iveson	William	Mr	£1,059.60	£1,059.60		
Iveson	Sarah Jane	Mrs	£1,059.60	£1,059.60		
Iveson	Malcolm	Mr	£1,059.60	£1,059.60		
Kjenstad	Paul Einar	Mr	£1,059.60	£1,059.60		
Palmer	Alison	Mrs	£206.03	£206.03		
Raw	Valerie M.	Mrs	£1,059.60	£1,059.60		
Robson	Kenneth	Mr	£176.60	£176.60		
Summers	Daniel Luke	Mr	£176.60	£176.60		
Twissell	Tom	Mr	£618.10	£618.10		
Wheeler	Christopher A.	Mr	£883.00	£883.00		

Any subsistence figures are for Conferences –
As per approved Members Allowance Scheme

MEMBERS ATTENDANCES
13th MAY 2015
TO
4th MAY 2016

Councillor	Att.	Apol.	Poss.
Adam	35	3	39
Ashcroft	17	1	18
Atkinson DG	38	9	48
Atkinson J	64	6	71
Bergg	17	1	18
Blenkinsopp	44	6	51
Bowman R	14	2	38
Chandran	55	1	56
Clare Mrs BA	32	12	45
Clare J	34	4	39
Clark	22	8	39
Collinson	25	8	39
Dalton Mrs M	60	6	67
Dalton MA	35	17	52
Fleming	59	2	61
Gray GC	43	1	44
Gray I	39	4	43
Haigh	39	6	48
Hall	73	1	74
Henderson	21	0	41
Hewitson	27	10	39
Hillary JP	55	6	62
Hillary Mrs WP	53	3	56
Iveson M	53	10	64
Iveson Mrs SJ	45	11	56
Iveson W	27	12	39
Kjenstad	25	5	30
Raw	43	4	47
Robson	2	1	3
Twissell	1	0	16
Wheeler	24	25	52

Annual Report on the Council’s Finances 2015/16

1. Introduction

Welcome to this 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 this year; 2016/17, whilst also providing a summary of the Council’s financial performance over the last year; 2015/16, 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 the 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. 2016/17 Revenue Budget

The 2016/17 Revenue Budget was developed on the principle of maintaining services whilst keeping the required increase in council tax as low as possible.

Additional budget provision needed to be made for the following:-

- The officer pay award, implementation of the National Living Wage, and the associated restructure of the Council’s grading structure;
- The end of the ‘contracted out’ rebate on employer’s national insurance contributions for all staff in the Local Government Pension Scheme;
- A cut to the Council Tax Support Grant funding;
- A fall in pre-school funding income due to a projected reduction in numbers;

Service Area	2016/17 Budget £
Members and Civic Expenses	74,350
Corporate Management, Finance and Administration	461,350
Neighbourhood Plan	10,000
Capital Financing Charges	30,650
Pre Schools	161,000
Community Events	135,150
Sports Complex	759,300
Golf Course and Driving Range	276,050
Environment and Open Spaces	97,200
Parks, Sports Pitches and Play Areas	324,050
Works and Depot	224,650
Street Equipment	8,250
Cemeteries	79,450
Allotments	18,800
Contingency Sum	30,750
Total Cost of Running Town Council Services	2,691,000
Capital Programme Investment in Council Assets	147,250
Contribution to Capital Reserves	25,000
Removal of Depreciation	(330,000)
Total Planned Revenue and Capital Spending	2,533,250
Less Income	
LCTSS Grant	(220,750)
Pre-Schools Funding and Fees	(82,750)
Sports Complex Fees and Charges	(422,250)
Golf Course and Driving Range Fees and Charges	(183,500)
Cemeteries and Allotments Fees and Charges	(31,150)
Feed In Tariff Income from Solar Panels	(10,500)
Other Income	(9,200)
Investment Income	(4,750)
Total Income	(964,850)
Less Use of Council Balances - Capital Programme	(147,250)
Less Use of Council Balances - Neighbourhood Plan	(10,000)
Net Budget Requirement / Council Precept	1,411,150

This small increase will help to ensure that all services can continue to be provided to the standard expected by the residents of Great Aycliffe next year, whilst continuing to provide a firm foundation, and some contingency resources, to meet the challenges, spending commitments and funding cuts that lie further ahead.

The above table provides a summary of the Council’s 2016/17 spending plans:-

4. 2016/17 Council Tax

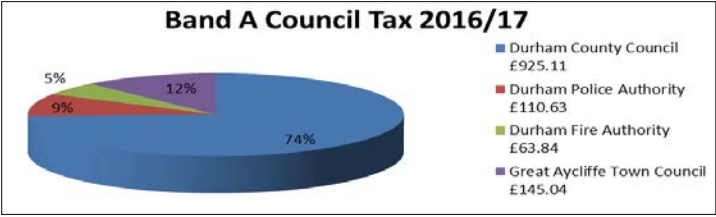
The 2016/17 Band D Town Council Tax is £217.57 per year.

This represented an increase of 1.99% on the 2015/16 Council Tax.

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 2016/17 Band A Council Tax is £145.04 per year which equates to £12.09 per month or



£2.79 per week. This equates to an increase of £2.83 per year.

A breakdown of the 2016/17 Council Tax is shown on the table demonstrating that only 12p in every £1 of the total Council Tax comes to the Town Council:-

5. 2016/17 Capital Programme Budget

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

The **Capital Programme Budget for 2016/17** has been **set at £344,250** and includes provision for various building works, replacement vehicles and machinery, computer hardware, replacement play equipment, footpath and safety surface repairs, environmental improvements and a new park in Cobblers Hall.

The Capital Programme Budget **will be funded from the Council’s Earmarked Capital Reserves and external capital grants and contributions.**

6. Council Balances and Earmarked Reserves

The Council’s Balances and Earmarked Reserves stood at £1.05 million at the 31st March 2016. This is better than 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.

This is considered to be an adequate level of reserves to fund capital spending commitments for the foreseeable future and to provide some protection against future revenue budget pressures and possible cuts to funding.

2014/15 £	Service Area	2015/16 £
66,075	Members and Civic Expenses	65,970
425,663	Corporate Management, Finance and Administration	439,256
28,354	Neighbourhood Plan	19,997
29,842	Capital Financing Charges	29,872
236,715	Pre Schools	187,616
146,513	Community Events	111,682
725,989	Sports Complex	769,488
266,740	Golf Course and Driving Range	267,123
312,529	Parks, Sports Pitches and Play Areas	310,556
280,214	Environment, Works and Street Equipment	296,199
77,832	Cemeteries	79,822
18,190	Allotments	22,378
-	Contingency Sum	4,000
-	A167 Lights Commuted Sum	47,507
-	By Elections	21,718
2,614,656	Total Cost of Running Council Services	2,673,184
	Less Income	
(255,847)	Council Tax Support Grant	(228,899)
-	Neighbourhood Plan Grant	(7,521)
(196,562)	Pre Schools Funding and Fees	(141,765)
(436,140)	Sports Complex Fees and Charges	(420,083)
(202,440)	Golf Course and Driving Range Fees and Charges	(185,774)
(26,575)	Cemeteries Fees	(24,450)
(6,413)	Allotments Rents	(6,292)
(44,785)	Other Income	(25,204)
(28,354)	Use of Balances	(81,701)
(6,370)	Investment Income	(6,644)
(1,203,486)	Total Income	(1,128,333)
(329,898)	Exclusion of Depreciation Charges	(382,417)
1,081,272	Actual Net Cost of Council Services	1,162,434
235,328	Contribution to Council Balances / Savings	186,116
1,316,600	Council Precept / Council Tax	1,348,550

All savings achieved on the Revenue Budget will be set aside in the Council’s Earmarked Reserves 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. 2014/15 and 2015/16 Actual Capital Investment

2014/15 £	Investment Area	2015/16 £
83,078	Council Building Works and Improvements	25,737
30,190	Replacement Vehicles, Machinery and Equipment	45,120
10,745	Information Technology and Office Equipment	31,972
55,426	Parks and Play Area Improvements	72,966
-	Golf Course Safety and Irrigation Improvements	18,983
11,896	Infrastructure Works (Drainage, Bridges, Footpaths)	6,710
-	Street Equipment (Bus Shelters, Bins, Fencing)	-
191,335	Total Capital Investment	201,488
	Funded by:-	
39,307	Capital Contributions	29,042
152,028	Use of Council Balances	172,446
191,335	Funding of Capital Investment	201,488

financial standing of the Council is set out in an Annual Audit Letter.

The auditors look at three main areas of the Council finances:-

1. Statement of Accounts 2. Annual Governance Statement 3. Value for Money 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 and it is well placed to meet the challenges that lie ahead;
- 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.

7. 2014/15 and 2015/16 Actual Revenue Spending

A summary of the Council’s actual expenditure in 2014/15 and 2015/16 in running its various services, and how this expenditure was funded is detailed here:-

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 and, as can be seen above, this prudent management of the Council’s spending has resulted in significant savings being achieved in both 2014/15 and 2015/16.

Spending in 2015/16 was £186,000 or 14% under the level of Precept and this was made up of the £25,000 contribution to Earmarked Capital Reserves, as well as efficiency savings and increased income on the Revenue Budget of £161,000.