

Minutes of a Meeting of the **POLICY AND RESOURCES COMMITTEE** held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe, on **WEDNESDAY, 13<sup>th</sup> JULY 2011 at 7.15pm.**

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

**IN ATTENDANCE**        Councillor W.M. Blenkinsopp

**OFFICERS**                Mr. A. Bailey (Town Clerk)  
Mrs. M. Robinson (Leisure & Environment Assistant)  
Miss C. Ryder (Senior Admin. Officer)

22.    **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors T. Hogan and Mrs. K. Hopper.

23.    **DECLARATIONS OF INTEREST**

**A declaration of personal interest was submitted from Councillor R.S. Fleming on Agenda Item No. 9 (St. Oswald's Allotment Extension) as he is an allotment holder on that site, however, he would be remaining in the meeting.**

24.    **PUBLIC QUESTIONS**

There had been no public questions received.

25.    **MINUTES**

It was proposed by Councillor B. Hall, seconded by Councillor V. Crosby and

**RESOLVED** – that the minutes of the meetings of the Policy and Resources Committee held on the 11th May, 1<sup>st</sup> June and the Special Meeting held on the 29<sup>th</sup> June 2011 be confirmed as a correct record and signed by the Chairman.

26.    **AUDIT SUB-COMMITTEE**

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

**RESOLVED** – that the minutes of the meeting of the Audit Sub-Committee held on the 6<sup>th</sup> July 2011 be confirmed as a correct record and signed by the Chairman.

27.    **ACCOUNTS CONTROL SHEET**

Accounts control sheets for the period 27<sup>th</sup> May 2011 to the 24<sup>th</sup> June 2011 and the General Bank Accounts for May 2011 were submitted.

**RESOLVED** – that the accounts control sheets for the period 27<sup>th</sup> May to the 24<sup>th</sup> June 2011 and the General Bank Accounts for May 2011 were received.

28. **GRANTS / DONATIONS**

The Town Clerk had submitted a report which gave the current donation budget for this financial year of £3,700.

The following requests for grants / donations had been received:

- (a) Durham County Council – School Benevolent Fund.
- (b) Mayor’s Charity – “Bucket Collection” to be held at the Firework Display on Saturday, 5<sup>th</sup> November.

A letter of thanks had been received from:

Durham County Council – Newton Aycliffe Library – Children’s Activities - £300

Aycliffe Youth Council

Information had been received that the Youth Council had issued the following grants:

- (a) Acle Scouts – To purchase cycle carrier - £300
- (b) MAD Productions – Towards their Blue Lantern Event - £250

The Youth Council donation budget is currently £3,400.

**RESOLVED** – that it be recommended:

- (i) That the report be received.
- (ii) Durham County Council – School Benevolent Fund  
That an amount of £100 be donated to the School Benevolent Fund.
- (iii) Mayor’s Charity Bucket Collection  
That permission be granted for the Mayor to carry out a ‘Bucket Collection’ in respect of her nominated Charities at the Firework Display on the 5<sup>th</sup> November 2011.
- (iv) That the letters of thanks be noted.
- (v) That the information submitted by the Youth Council be received.

29. **EARLY YEARS LEARNING CENTRES REPORT**

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

Information in respect of the Woodham Burn Pre-School Ofsted Inspection was also reported with the Pre-School receiving a 'Good' grading with outstanding elements.

**RESOLVED** – that it be recommended:-

- (i) That the report be received.
- (ii) That members congratulations be forwarded to the Pre-School staff for the work they had carried out for the Ofsted Inspection and achieving a 'Good' grading.

30. **ST. OSWALD'S ALLOTMENT EXTENSION**

**A declaration of personal interest had been declared by Councillor R.S. Fleming as he is an allotment tenant on this site, however, he would be remaining in the meeting for the discussion thereon.**

Councillor J.D. Clare took over as Chairman for this item.

The Town Clerk had submitted a report for members to consider the proposal from the Environment Committee on the 6<sup>th</sup> July 2011 (Minute No. 18 refers) seeking additional funding for the extension to the St. Oswald's Allotments.

An additional amount of £5,000 was requested to be added to the £20,000 already allocated due to the additional works required by the planning permission for the project.

A contract and procurement exemption form had been submitted in respect of this project and the monies would be met from the Council's earmarked capital reserves.

**RESOLVED** – that it be recommended:

- (i) That the report be received.
- (ii) That approval be given for the additional sum of £5,000 to provide a total sum of £25,000 for the allotment project.
- (iii) That approval be given for the Contracts and Procurement Standing Order exemption.

31. **REPLACEMENT I.T. EQUIPMENT**

The Leisure and Environment Assistant had submitted a report for members to consider the renewal of nine workstations, one laptop and the main file server.

The Council's ICT Strategy recommends that workstations are renewed every three years.

The existing Admin server is now 5 years old and running to full capacity and is beginning to run short of memory.

**RESOLVED** – that it be recommended:

- (i) That the report be received.
- (ii) That a decision on the renewal of the IT equipment be deferred.
- (iii) That the Town Clerk facilitate a review of the IT provision and submit a further report setting out how best to meet the current, medium-term and long-term IT needs of the Council.
- (iv) That the Town Clerk be authorised to contact a consultant if necessary.

**CHAIRMAN.**