

Minutes of a Meeting of the **POLICY AND RESOURCES COMMITTEE** held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe, on **WEDNESDAY, 7th MARCH 2018 at 7.15pm.**

PRESENT **Councillor R.S. Fleming (Chairman) and**
Councillors Eddy Adam, M. Ashcroft, Jim Atkinson, Kathy Beetham, P.J. Bergg, Bill Blenkinsopp, Mrs. D. Bowman, Arun M. Chandran, B.A. Clare, J.D. Clare, J. Clark, Mrs. M. Dalton, George C. Gray, I. Gray, Mrs. S. Haigh, B. Hall, Dave Hardaker, Mrs. I. Hewitson, Jed Hillary, M. Iveson, Mrs. S.J. Iveson, Mrs. V. Raw, Paul Symons and Sally Symons.

IN ATTENDANCE Councillor D.G. Atkinson.
Councillor K. Henderson.

OFFICERS Mr. D. Austin (Finance Manager)
Miss C. Ryder (Senior Admin Officer)
Mr. S. Cooper (Works and Environment Officer)
Mr. L. Williams (Grounds Maintenance Services Co-ordinator)
Mrs. J. Thexton (Leisure Manager)

101. **APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors Wendy Hillary, Kate Hopper and Ken Robson.

102. **MEMBERS' DISPENSATIONS**

No applications for dispensations had been received.

103. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

104. **PUBLIC QUESTIONS**

There were no questions from the public.

105. **MINUTES**

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

RESOLVED – that the minutes of the meeting of the Policy and Resources Committee held on the 24th January 2018 be confirmed as a correct record and signed by the Chairman.

106. **PERSONNEL SUB-COMMITTEE**

It was proposed by Councillor M. Iveson, seconded by Councillor Jim Atkinson and

RESOLVED – that the minutes of the meeting of the Personnel Sub-Committee held on the 21st February 2018 be confirmed as a correct record and signed by the Chairman.

107. **SERVICE REVIEW WORKING GROUP**

It was proposed by Councillor Arun M. Chandran, seconded by Councillor M. Iveson and

RESOLVED – that the notes and following recommendation from the Service Review Working Group held on the 21st February 2018 be confirmed as a correct record and signed by the Chairman.

- (i) That the Town Clerk approaches Phil Ball Leisure Consultancy, and any other suitable local consultants, to obtain details of their fees and availability.

108. **ACCOUNTS CONTROL SHEETS**

Accounts control sheets for the period 19th January 2018 to the 23rd February 2018 and the General Bank Accounts for January 2018 were submitted.

RESOLVED – that it be recommended that the accounts control sheets for the period 19th January 2018 to the 23rd February 2018 and the General Bank Accounts for January 2018 be received.

109. **GRANTS / DONATIONS**

The Town Clerk had submitted a report which gave the current donation budget for this financial year as £3,373.

- (a) Request – Durham Miner’s Gala Brochure

An application for a donation towards support for the printing of the Gala Brochure had been received.

- (b) Aycliffe Youth Council

- The Youth Council grant budget was currently £1,880.
- There had been no applications for grants received.

RESOLVED – that it be recommended:-

- (i) Durham Miner’s Gala Brochure

That no donation be made on this occasion, however, the Labour Group would be making a personal donation to the Brochure production.

- (ii) That the information in respect of the Youth Council be received.

110. **TOWN COUNCIL SERVICE DELIVERY PLAN – TARGETS END OF YEAR OUTTURN REPORT 2017/2018**

The Corporate Management Team submitted a report on the end of year outturn summary on the Town Council Service Delivery Plan targets for the year 2017 to 2018.

RESOLVED – that it be recommended:-

- (i) That the report be received.
- (ii) That the end of year outturn on the Town Council Service Delivery Plan targets for 2017/2018 be agreed.

111. **REVIEW OF THE INTERNAL AUDIT SERVICE 2017/18**

The Corporate Management Team submitted a report to provide relevant information to the Policy and Resources Committee to enable it to undertake an annual review of the effectiveness of the Council's Internal Audit Service for the 2017/18 financial year, in line with non-statutory best practice.

RESOLVED – that it be recommended:-

- (i) That the report be received.
- (ii) That the Policy and Resources Committee supports the Corporate Management Team's conclusion that the Council's Internal Audit arrangements are effective.
- (iii) That the Policy and Resources Committee review of the effectiveness of the Internal Audit Service be taken into account in the Annual Review of the effectiveness of the Council's system of internal control and the approval of the 2017/18 Annual Governance Statement.

112. **GENERAL DATA PROTECTION REGULATION UPDATE**

The Corporate Management Team submitted a detailed report to update Members on the progress in order to meet the requirements of the General Data Protection Regulation (GDPR) that will come into effect on the 25th May 2018.

RESOLVED – that it be recommended:-

- (i) That the report be received.
- (ii) That the information on the current progress of the General Data Protection Regulation be accepted.

113. **SURFACING OF HORNDALE CAR PARK**

The Works and Environment Manager submitted a report for consideration on options with regard to improving the surfacing at Horndale Park car park.

Three quotations had been received for the work:-

Quote 1	AWG £8,380 plus VAT
Quote 2	Miller Roadways £15,850 plus VAT
Quote 3	Nedco £31,560 plus VAT

A sum of £25,000 had been set aside in the 2017/18 Capital Budget for the improvement and repairs of the tarmac surface.

RESOLVED – that it be recommended:-

- (i) That the report be received.
- (ii) That the quotation from AWG in the sum of £8,380 plus VAT be accepted.

114. **SAFETY SURFACING FOR PLAY AREAS**

The Works and Environment Manager had submitted a report for members to consider options for improving the safety surfacing within the Council's play areas.

Moore Lane and the Town Park had been identified as priorities for replacement of safety surfacing.

Quotations were received from three suppliers:

	<u>Town Park</u>	<u>Moore Lane</u>
RTC	£14,336	£15,632
AMG	£19,289	£18,142.50
Abacus	£17,800	£16,000

An amount of £30,758 remains within the 2017/18 Capital Budget for the purchase of this safety surfacing.

RESOLVED – that it be recommended:-

- (i) That the report be received.
- (ii) That the quotation from RTC to complete the overlay of both the main play area with in the Town park and the Junior and Infant area at Moore Lane be accepted at a total cost of £29,958.

CHAIRMAN