

## **POLICY AND RESOURCES COMMITTEE**

**WEDNESDAY, 11<sup>th</sup> SEPTEMBER 2019 – 7.15 p.m.**

Minutes of the meeting of the Policy and Resources Committee held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe, on Wednesday, 11<sup>th</sup> September 2019 at 7.15 p.m.

### **PRESENT**

**Councillor R.S. Fleming (Chairman)** and  
Councillors Eddy Adam, M. Ashcroft, Jim Atkinson, Kathy Beetham, Bill Blenkinsopp, Mrs. D. Bowman, Arun M. Chandran, Mrs. M. Dalton, George C. Gray, I. Gray, B. Hall, Dave Hardaker, Mrs. I. Hewitson, Jed Hillary, Paul Symons and Sally Symons.

### **OFFICERS**

Mr A Bailey (Town Clerk)  
Mr. D. Austin (Finance Manager)  
Miss C. Ryder (Senior Admin. Officer)

### **30. APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors P.J. Bergg, B.A. Clare, J.D. Clare, J. Clark, Mrs. S. Haigh, Wendy Hillary, Kate Hopper, M. Iveson, Mrs. S.J. Iveson, Mrs. V.M. Raw and Ken Robson.

### **31. MEMBERS' DISPENSATION**

No dispensation requests had been received.

### **32. DECLARATIONS OF INTEREST**

**Councillor Mrs. M. Dalton declared a non-pecuniary interest in Agenda Item No. 9 (2.1 – Pioneering Care Partnership) but would stay in the meeting during any discussion thereon.**

### **33. PUBLIC QUESTIONS**

There had been no questions from the Public.

### **34. MINUTES**

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

**RESOLVED** – that the minutes of the Meeting of the Policy and Resources Committee held on the 17<sup>th</sup> July 2019 be confirmed as a correct record and signed by the Chairman.

### **35. SERVICE REVIEW WORKING GROUP**

The notes and following recommendations from the meeting of the Service Review Working Group held on the 11<sup>th</sup> July 2019 were submitted for consideration:-

- (i) That due to the pending retirement of a number of key personnel during 2020-2021, a wider review of the Council's central establishment, be undertaken.
- (ii) That the Personnel Sub-Committee be instructed to undertake the review, commencing in June 2020.

It was proposed by Councillor Jed Hillary, seconded by Councillor M. Ashcroft and

**RESOLVED** – that the notes and recommendations from the Service Review Working Group held on the 11<sup>th</sup> July 2019 be confirmed as a correct record and signed by the Chairman.

### **36. PERSONNEL SUB-COMMITTEE**

It was proposed by Councillor Jed Hillary, seconded by Councillor M. Ashcroft and

**RESOLVED** – that the minutes of the meetings of the Personnel Sub-Committee held on the 31<sup>st</sup> July and the 3<sup>rd</sup> September 2019 be confirmed as a correct record and signed by the Chairman.

### **37. ACCOUNT CONTROL SHEETS**

Account control sheets for the period 12<sup>th</sup> July 2019 to the 30<sup>th</sup> August 2019 and the General Bank Accounts for July and August 2019 were submitted.

**RESOLVED** – that it be recommended that the accounts control sheets for the period 12<sup>th</sup> July to the 30<sup>th</sup> August 2019 and the General Bank Accounts for July and August 2019 be received.

### **38. GRANTS / DONATIONS**

**Councillor Mrs. M. Dalton declared a non-pecuniary interest in Item No. 2.1 (Pioneering Care Partnership) be remained in the meeting during the discussion thereon.**

The Town Clerk had submitted a report which gave the current donation budget for this financial year as £4,515.

The following application had been received for consideration:-

'Pioneering Care Partnership'  
Application for a grant towards their Family Fun day.

A letter of thanks had been received from Horndale Community Association for the donation of £200 towards their Community Pop Up Shop and Fun Day.

The Aycliffe Youth Council current budget for the Financial Year was reported as £1,360.

There had been no applications for grants received from by the Aycliffe Youth Council.

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

- (i) That the current donation budget of the Council be noted.
- (ii) That the Pioneering Care Partnership be requested to submitted Bank accounts and statements prior to the consideration of their request for a donation towards the Family Fun Day.
- (iii) That the letter of thanks from Horndale Community Association be received.
- (iv) That the current donation budget for the Aycliffe Youth Council be noted.

#### **39. DURHAM CATHEDRAL UPDATE**

Correspondence had been received from the Grant and Project Manager for Durham Cathedral setting out works which had ben carried out over the last 12 months from fund raising.

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

- (i) That the update letter be received.
- (ii) That a donation of £250 be forwarded to Durham Cathedral in support of the running and upkeep costs.

#### **40. 2020/21 BUDGET SETTING FRAMEWORK AND TIMETABLE**

The Finance Manager had submitted a report to seek approval from members of the proposed Framework and Timetable for setting of the Council's 2020/21 Revenue and Capital Programme Budgets. The report explained how the Framework and Timetable links to the Medium Term Financial Plan's strategy and the framework it provides for forecasting the Council's Revenue and Capital Budgets.

The report also set out proposed arrangements for consultation on the budgets.

**RESOLVED** – that it be recommended:

- (i) That the report be received.
- (ii) That the 2020/21 Budget Framework and Timetable be accepted.
- (iii) That the arrangements for consultations on the Budgets be approved.

#### **41. PRE-SCHOOL CONSERVATORY EXTENSION**

The Town Clerk had submitted a report setting out proposals to extend the pre-school 3's building to provide a loction for children's meals and additional area for children's use. Copies of two proposed types of structures had been appended to show a conservatory-type building and a brick pillar design.

Members were asked to consider the proposal prior to any full costings being sought.

**RESOLVED** – that it be recommended:

- (i) That the report be received.
- (ii) That costings and further information be obtained and submitted for consideration.
- (iii) That the Town Clerk and staff be thanked for the work which has been undertaken with the project.

#### **42. DEPOT SECURITY**

The Works and Environment Manager had submitted a report seeking consideration of additional security precautions to protect the Council Works Depot following an attempted break-in and damage which had been caused to the access gate.

Three options of further security had been sought to include a static stand-alone pole mounted camera, a dome type digital camera to be installed on the side of the building and as an alternative protection 3 retractable telescopic anti-ram bollards could be purchased and installed.

CCTV System	- Cam Tec	£2,550.00 Ex VAT
CCTV System	- JCS Security	£ 726.54 Ex VAT
Anti-Ram Raid Bollards	- Barriers Direct	£ 398.50 Ex VAT

**RESOLVED** – that it be recommended:

- (i) That the report be received.
- (ii) That 3 Anti-Ram Raid Bollards be purchased at a cost of £398.50.
- (iii) That Officers check with neighbouring Council's to see what preferred methods of security are used by them to protect buildings.

**CHAIRMAN.**