

## POLICY AND RESOURCES COMMITTEE

WEDNESDAY, 22 JANUARY 2020 – 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, 22<sup>nd</sup> January 2020 at 7.15 p.m.

### PRESENT

**Councillor R.S. Fleming (Chairman)** and

Councillors Eddy Adam, M. Ashcroft, Jim Atkinson, Kathy Beetham, 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, Wendy Hillary, M. Iveson, Mrs. S.J. Iveson, Ken Robson and Paul Symons.

### OFFICERS

Mr A Bailey (Town Clerk)

Mr. D. Austin (Finance Manager)

Mrs. C. Walton (Corporate and Policy Officer)

Miss C. Ryder (Senior Admin. Officer)

### 83. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor P.J. Bergg, Bill Blenkinsopp, Kate Hopper, Mrs. V.M. Raw and Sally Symons.

### 84. MEMBERS' DISPENSATION

No dispensation requests had been received.

### 85. DECLARATIONS OF INTEREST

No declarations of interest had been submitted.

### 86. PUBLIC QUESTIONS

There were no questions from the public.

### 87. MINUTES

It was proposed by Councillor M. Iveson, seconded by Councillor M. Ashcroft and

**RESOLVED** – that the minutes of the Meeting of the Policy and Resources Committee held on the 4<sup>th</sup> December 2019 be confirmed as a correct record and signed by the Chairman.

### 88. 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 14<sup>th</sup> January 2020 be confirmed as a correct record and signed by the Chairman.

## **89. AUDIT, RISK AND G.D.P.R. SUB-COMMITTEE**

It was proposed by Councillor M. Ashcroft, seconded by Councillor George C. Gray and

**RESOLVED** – that the minutes of the meeting of the Audit, Risk and G.D.P.R. Sub-Committee held on the 15<sup>th</sup> January 2020 be confirmed as a correct record and signed by the Chairman.

## **90. ACCOUNT CONTROL SHEETS**

Account control sheets for the period 28<sup>th</sup> November 2019 to the 10<sup>th</sup> January 2020 and the General Bank Accounts for November and December 2019 were submitted.

**RESOLVED** – that it be recommended that the accounts control sheets for the period 28<sup>th</sup> November 2019 to the 10<sup>th</sup> January 2020 and the General Bank Accounts for November and December 2019 be received.

## **91. GRANTS / DONATIONS**

The Town Clerk had submitted a report which gave the current donation budget for this financial year as £2,775.

There had been no applications for grants since the last meeting.

The Aycliffe Youth Council current budget for the Financial Year 2019/20 was reported as £1,040.

The following application had been received by the Aycliffe Youth Council for consideration. The Youth Council had made the following recommendation and sought approval from the Policy and and Resources Committee for the payment:-

**Woodham Student** – Application for funding towards a Cultural and Volunteering Trip to Thailand – An amount of £150 was recommended.

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

- (i) That the current donation budget of the Council be noted.
- (ii) That the current donation budget for the Aycliffe Youth Council be noted.
- (iii) That the amount of £150 for the Woodham Student towards a Cultural and Volunteering Trip to Thailand be accepted for payment.

## **92. 2019/20 REVENUE AND CAPITAL BUDGET POSITION TO THE 31<sup>st</sup> DECEMBER 2019 AND EXPECTED OUTTURN FORECAST**

The Finance Manager submitted a report to present the financial position on the Council's approved 2019/20 Revenue and Capital Programme Budget for the nine months up to 31<sup>st</sup> December 2019 together with a projection of the expected year-end outturn position.

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

- (i) That the report be received.
- (ii) That the financial position on the Council's 2019/20 Revenue and Capital Budgets up to the 31<sup>st</sup> December 2019 and the projection of expected year-end outturn be approved.
- (iii) That it be noted that a final Revenue and Capital Budget Position Report would be available at the June 2020 meeting of the Policy and Resources Committee detailing the final outturn position as at 31<sup>st</sup> March 2020.
- (iv) That the Finance Manager and Management Team be commended on the outcome on the budget outturn forecast.

### **93. 2020/21 REVENUE AND CAPITAL BUDGET APPROVAL**

The Finance Manager had submitted a report seeking approval from members for the Council's 2020/21 Revenue and Capital Budget.

This approval would then enable the 2020/21 Precept and Town Council Tax to be set at the Council meeting on the 29<sup>th</sup> January 2020.

Three options were set out for Councillor's consideration in relation to the final level of 2020/21 Precept.

It was proposed by Councillor M. Iveson and seconded by Councillor Jed Hillary that the Council opt for Option 2 when setting the Precept for 2020/21.

#### *Option 2*

*Set the Precept at £1,717,500, which would result in the previously agreed 2.25% increase in the Town Council Tax, a higher contingency sum at £28,750 and a contribution to capital reserves of £75,000:*

Whilst it was unanimously agreed to use Option 2 Councillor Arun M. Chandran wished to have recorded in the minutes that he was against paragraph Nos. 4.27 and 4.28 (Paper Light Office).

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

- (i) That the report be received.
- (ii) That the final 2020/21 Revenue and Capital Budget proposals be approved together with the changes made to the final draft budget.
- (iii) That the feedback from the budget consultation exercise be received.
- (iv) That the Council's 2020/21 Revenue and Capital Budget as set out in the report and appendices be agreed.
- (v) That the level of contingency and contributions to capital reserves be agreed.
- (vi) That the level of 2020/21 Precept be set at £1,717,500 which would result in a 2.25% increase in the Council Tax.

#### 94. YOUR TOWN, YOUR CHOICE, YOUR VOICE SATISFACTORY SURVEY RESULTS

The Management Team had submitted a report to provide the updated Annual Leave Procedure for Members consideration and approval.

A lengthy discussion took place on the results of the survey and how the results could be followed up on in the future.

**RESOLVED** – that it be recommended:

- (i) That the report be received.
- (ii) That the results of the survey be received and Officers' take note of the responses of the people for the future.
- (iii) That a précis of the results of the survey be published in the next issue of the Council's Newsletter.
- (iv) That the Management Team and Resident Associations be thanked for their efforts, time and work carried out to promote the survey and obtain the results.

#### 95. EXCLUSION POLICY

A draft update of the Council's Exclusion Policy had been circulated for Members consideration and approval.

Members considered the proposed amendments outlined in the policy. It was agreed that the bolding of item 9 and 10 should be removed.

It was proposed by Councillor M. Ashcroft and seconded by Councillor Jed Hillary that the following amendment be made to item 11 (Foul Language and Drunkenness);

'If the same person uses foul language *and/or exhibits unacceptable drunken behaviour* on their next visit then a 6 week exclusion is to be issued confirmed by a follow up letter. If upon return, after this exclusion, the same person continues to use foul language *and/or exhibits unacceptable drunken behaviour* a 12 month exclusion will be recommended to the appropriate Committee.

It was also proposed that the following amendment be made to the heading Threats of Violence *on Staff and Members of the Public*.

**RESOLVED** – that it be recommended:

- (i) That the report be received.
- (ii) That the Exclusion Policy be agreed and endorsed subject to the amendment to the item on Foul Language and Drunkenness and the heading of Threats of Violence.

**CHAIRMAN.**