

Minutes of a Meeting of the **POLICY AND RESOURCES COMMITTEE** held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe, on **WEDNESDAY, 9th SEPTEMBER 2015 at 7.15pm.**

PRESENT **Councillor R.S. Fleming (Chairman)** and
Councillors E. Adam, D.G. Atkinson, J. Atkinson, W.M. Blenkinsopp, R. Bowman, A.M. Chandran, J.D. Clare, N. Collinson, Mrs. M. Dalton M.A. Dalton, G.C. Gray, I. 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 and Mrs. V.M. Raw.

IN ATTENDANCE Councillors M. Ashcroft and P. Bergg.

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

36. **APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors Mrs. B.A. Clare and C. Wheeler.

37. **MEMBERS' DISPENSATIONS**

No applications for dispensations had been received.

38. **DECLARATIONS OF INTEREST**

There were no declarations of interest submitted.

39. **PUBLIC QUESTIONS**

There were no questions from the public.

40. **MINUTES**

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

RESOLVED – that the minutes of the meeting of the Policy and Resources Committee held on the 8th July 2015 be confirmed as a correct record and signed by the Chairman.

41. **SERVICE REVIEW WORKING GROUP**

The notes and following recommendations from a meeting of the Service Review Working Group held on the 26th August 2015 were submitted for consideration:-

- (i) That works to the Managers Office be recommended to be carried out in readiness for use as another Pre-School setting in St. Oswald's Park.
- (ii) That an application be made for the setting to be registered with Ofsted with a view to increasing capacity.

- (iii) That the settings be designated as an Early Years Learning Centre and not any other child care facility outside of present operating hours.
- (iv) That during the transitional period the Council would be prepared to accept a reasonable deficit over the next two financial years.
- (v) That a further meeting be held as soon as possible, following a review of the service by Officers' and the Council's HR Consultant.

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

RESOLVED – that the notes and recommendations of the meeting of the Service Review Working Group held on the 26th August 2015 be confirmed as a correct record and signed by the Chairman.

42. **REVIEW SUB-COMMITTEE**

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

RESOLVED – that the minutes of the Review Sub-Committee held on the 22nd July and 19th August 2015 be confirmed as a correct record and signed by the Chairman.

43. **PERSONNEL SUB-COMMITTEE**

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

RESOLVED – that the minutes of the Personnel Sub-Committee held on the 27th August 2015 be confirmed as a correct record and signed by the Chairman.

44. **ACCOUNTS CONTROL SHEETS**

Accounts control sheets for the period 3rd July 2015 to the 21st August 2015 and the General Bank Accounts for June and July 2015 were submitted.

RESOLVED – that it be recommended that the accounts control sheets for the period 3rd July 2015 to the 21st August 2015 and the General Bank Accounts for June and July 2015 be received.

45. **GRANTS / DONATIONS**

The Town Clerk had submitted a report which gave the current donation budget for this financial year as £3,148.

(a) The following requests had been received:-

- (i) Great Aycliffe Village Hall
- (ii) Aycliffe Village Local History Society
- (iii) Newton Aycliffe Rotary Club

(b) Letters of Thanks had been received for previous donations from:-

- (i) Newton Aycliffe FC - £300
- (ii) Newton Aycliffe Rotary Club - £100

(c) Aycliffe Youth Council

It was reported that the Youth Council budget for 2015/16 was £1,486 and no further donations had been considered.

RESOLVED – that it be recommended that:-

- (i) The report be received.
- (ii) Great Aycliffe Village Hall
That a donation of £100 be authorised to Great Aycliffe Village Hall towards decorating fees.
- (iii) Aycliffe Village Local History Society
That a donation of £275 be authorised to the Local History Society in respect of the Service of Dedication for Private Edward H. Pratt.
- (iv) Newton Aycliffe Rotary Club
That a donation of £100 be authorised for the Rotary Club Railway event in March 2016.
- (v) That the letters of thanks in respect of previous donations be accepted.
- (vi) That the information in respect of the Youth Council be accepted.

46. **LOCAL GOVERNMENT TRANSPARENCY CODE 2015 - UPDATE**

The Town Clerk submitted a report to advise members of information relating to compliance with the Local Government Transparency Code 2015.

The report set out information on a revised Code which came into effect on the 1st April 2015.

RESOLVED – that it be recommended that the information be received

47. **DRAFT TOWN COUNCIL SERVICE DELIVERY PLAN**

A copy of a Draft Town Council Service Delivery Plan for 2015/16 had been submitted for consideration.

RESOLVED – that it be recommended that the Town Council Service Delivery Plan be authorised for publication.

48. **2016/17 BUDGET SETTING FRAMEWORK AND TIMETABLE**

The Finance Manager had submitted a report to provide members with details of the proposed framework and timetable for the setting of the Council's Revenue and Capital Programme Budgets for 2016/17.

The Finance Manager spoke in depth on the report and how it linked to the Medium Term Financial Plan.

RESOLVED – that it be recommended:-

- (i) That the report be received.
- (ii) That the budget framework and timetable be approved.
- (iii) That the Finance Manager be thanked for the clear and concise report which had been produced.

49. **PUBLIC CONTRACTS REGULATIONS 2015**

The Finance Manager had submitted a report to provide members with details of the implications for the Council in undertaking future procurement activity, arising from the Public Sector Contracts Regulations 2015.

RESOLVED – that it be recommended:-

- (i) That the report be received.
- (ii) That officers implement the requirements of the Public Contracts Regulations 2015 when undertaking future procurement activity over the value of £25,000.
- (iii) That the Council's Financial Regulations and Standing Orders for Contracts and procurement and Purchase Ordering and Payments for Goods and Services Policy are updated in accordance with the new Regulations.

50. **LOCAL CODE OF GOVERNANCE**

The Finance Manager submitted a report seeking approval of an update of the Council's Local Code of Corporate Governance.

RESOLVED – that it be recommended:-

- (i) That the report be received.
- (ii) That the updated Local Code of Governance be approved.

51. **OAKLEAF GOLF COMPLEX – RANGE BALLS**

A recommendation had been received from the Recreation Committee held on the 2nd September 2015 (Minute No. 36(ii) referred) seeking a supplementary budget to be allocated for the purchase of 600 dozen range balls at a cost of £1,902.50.

RESOLVED – that it be recommended that a supplementary budget be agreed for the purchase of an additional supply of 600 dozen range balls at a cost of £1,902.50.

CHAIRMAN.