

THE MINUTES OF THE MEETING OF THE
RESOURCES COMMITTEE HELD IN THE COUNCIL CHAMBER, SHOTTON HALL,
PETERLEE ON MONDAY 5TH JUNE 2017 AT 6.30PM

PRESENT: COUN A WATSON (CHAIR)

Mesdames:- K Hawley, K Duffy, A C Long, S Simpson, V Watson, K Liddell
& M A Cartwright

Messrs:- S McGlen, S Franklin, S Miles, G L Carne, R Moore, T Duffy, R Kyle,
S Meikle, J Robinson, L Cook & S Kirkup

The Chairman advised Members of the committee that part of the meeting may be recorded by both audio and video, and it may be that photographs were taken.

Prior to the start of the meeting the Chair asked Members to stand in a minutes silence as a mark of respect for those affected by the recent incidents in Manchester and London.

The Chair also took this opportunity to congratulate and welcome the new Members of the Council to this their first formal meeting of the new municipal year.

1. APOLOGIES FOR ABSENCE

Apologies had been submitted and accepted from Councillors S McDonnell & A Wilkinson, (work commitments).

RESOLVED the Council approve the reason submitted for absence received from the Councillors listed, and their apologies for absence be recorded.

2. To receive declarations of interest

Members were reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise. RESOLVED the information given, be noted.

3. Sites in Peterlee – potential new residential homes

The Chair welcomed Tom Winter, Development Officer, Assets & Regeneration, County Durham Housing Group. Tom provided a brief presentation on plans for public consultation on new affordable house building in Matterdale Road, Thames Road and Tamar Close, Peterlee in the form of ‘Rent to Buy’ houses and social rented bungalows for elderly and disabled residents. Members had the opportunity to express their views on the proposals and details were given of the two consultation events to be held on 14th June and 20 June 4 – 6pm. Members asked if priority could be given to Peterlee residents

and suggested if possible this be included in the local lettings policy for these properties. Mr Winter was also asked to provide details on demand for properties in the Peterlee area at the consultation events.

RESOLVED the information given, be noted.

4. Internal Audit Report

The Chair welcomed Stephen Carter, Audit & Fraud Manager, Durham, County Council, who presented an update report and the annual Internal Audit Report for the 2016/7 financial year. He gave Members details on work undertaken by Internal Audit between 1 April 2016 and 31 March 2017. The report showed the six assurance reviews planned had been completed, details were given on the response to audit recommendations contained within the action plans of the individual audit reports, and followed up by internal audit. No unplanned activities had been carried out during the period.

RESOLVED the outturn position on progress made in delivering the internal audit plan for 2016/17 together with that made by managers in responding to the work of internal audit to gain assurance on the adequacy and effectiveness of the internal control environment, be noted.

4. The Minutes of the Last Meeting

Members approved the minutes of the last meetings of the Finance & General Purposes Committee, Establishment and Planning Committees as true records.

5. Councillor Training – 26 July, Councillor Training and 31 July, Chairmanship

Members were requested to confirm, (or otherwise) their attendance at this training. The Town Clerk encouraged aa Members to take advantage of the training.

RESOLVED those not wishing to attend the training advise the Office.

6. The Report of the Finance Sub Committee Meetings of the 27th April 2017 & 25th May 2017

RESOLVED the payments listed and made be noted.

7. Statement of Accounts 2016/17

Members were recommended to consider the statement of accounts 2016/17, prior to submission to Council for approval on 26th June 2017. Several queries were raised at the meeting and it was suggested that further information be provided in the form of a workshop/training event to assist new Councillors with their consideration of budgetary financial reports.

RESOLVED the Statement of Accounts be considered further at the next Council Meeting.

8. The Changing face of Parish Councils

Members were circulated with details of an article in LocalGov magazine re the Changing Face of Parish Councils. Members were asked to provide feedback on any issues of interest or areas for expansion in future training sessions.

RESOLVED Members contact the Clerk/Deputy with feedback on any issues of interest.

9. Complaints Procedure in dealing with abusive, un reasonable or vexatious complaints

Members were recommended to approve the draft 'Abusive, Unreasonable or Vexatious Complaints Policy' as a supplement to the Corporate Complaints Policy adopted by the Council in April 2017. A copy of the policy had been circulated to each Member. A Local Member made reference to recent events at The Pavilion and suggested all staff needed to be fully trained in dealing with difficult situations.

RESOLVED the Policy dealing with those making abusive, unreasonable or vexatious complaints to the Town Council which supplemented the complaints policy adopted in April 2017, was approved.

10. Members Initiative Fund

(a) Message of thanks – Acre Rigg Over 60's Club

RESOLVED the information contained in the thankyou card, be noted.

(b) Peterlee Helford FC under 7 & 8's – Trophy Night, The Pavilion, Saturday 10th June 2017 – request for concessionary use & Peterlee Helford FC under 17's – Trophy Night, Friday 30th June 2017

RESOLVED free use be granted for these events.

(c) East Durham Wellbeing for Life Partnership Forum, 27 June 2017,

Members were advised this request had now been withdrawn.

RESOLVED the information given be noted.

11. "Do it on line"

The Town Clerk demonstrated the reporting facility for DCC which Members found very useful an informative.

12. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC

IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED, THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1960 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

13. Membership of the Finance Sub Committee

Members considered the report of the Deputy Town Clerk in this regard, a copy of which had been circulated to each Member.

RESOLVED:-

- (a) Approval be given to contact the bank to take off the following signatories – C J Metcalfe, W M Jeffrey, J Alvey, G Cowie, J I Measor, M Milsom, M J Thompson, D Sillito, F Price, C Robbins, J Russell, R J Curtis, L M Wood, D Milsom, C M Baty, C Watkins.**
- (b) The Members that were willing to complete the necessary paperwork to become a signatory on the Bank Account and be part of the Finance Sub Committee do so as soon as possible.**

14. Fake Festival

Members congratulated the Town Clerk and Officers who had volunteered at the recent Fake Festival which they felt had been a huge success. The Town Clerk reported that it had been a team effort, and asked for particular recognition for the members of a staff Working Group who had taken the event on and had worked hard, often in their own time away from work, to make the event a success. The following staff were commended for their efforts on that working group: W. Jeffrey, D. Flanagan, J. Hughill, K. Green, P. Forster.

RESOLVED the information given, be noted.