



PETERLEE TOWN COUNCIL

Date of Issue: 26th June 2018

A MEETING OF THE RESOURCES COMMITTEE WILL BE HELD ON MONDAY 2ND JULY 2018 IN THE COUNCIL CHAMBER SHOTTON HALL, PETERLEE, SR8 2PH at 5.30pm

Mr I Morris M.C.I.H.,P.S.L.C.C.

Town Clerk

A G E N D A

Members of the Committee and members of the public are reminded that the public part of the meeting may be recorded in both audio and video, and photographs may be taken.

1. Apologies for Absence

Members are cordially invited to inform the Deputy Town Clerk of their apologies as soon as practicable.

2. To receive declarations of interest

Members are reminded of the need to disclose any interests in items on this agenda, whether pecuniary or otherwise. Please seek advice from the Town Clerk or Deputy Town Clerk prior to the meeting if in doubt.

4. To approve the minutes of the previous meeting

Members are recommended to approve the minutes of the previous meeting of the Resources Committee on Monday 4th June 2018 as a true and correct record.

(Minutes of previous meeting, copy attached)

5. Report of the Finance Sub Committee of the 21st June 2018

Members are requested to note the payments approved at the meeting of this sub committee.

(Minutes of the Finance Sub Committees attached)

6. 2017/18 Financial Year Budget outturn report

Report of the Town Clerk providing Members with a budget outturn report for 2017/18 financial year, in line with s5.8 of the Council's Financial Regulations (copy to follow)

7. Request for Financial Assistance

(a) Community Summer Fayre, Seascape primary School

(b) East Durham FC Men's Team

(c) Edenhill People Centre – Summer Programme

(power: General Power of Competence)

Copies of the applications shall be available at the meeting, if a Member wants information prior to the meeting please contact the Deputy Town Clerk

8. County Durham Plan – Consultation

Members will have already received details of this consultation which began on 22nd June and will last for six weeks until 3rd August 2018. Report of the Town Clerk, copy to follow.

9. Exclusion of the Press and Public

To resolve that in view of the confidential nature of the items to be discussed, the committee pass the formal resolution to exclude the press and public from the meeting, pursuant to the Public Bodies (Admissions to Meetings) Act 1961 & the Local Government (Access to Information) Act, Part 1, paragraph 9.

10. Purchase of various catering appliances

Joint report of the Deputy Town Clerk & the Facilities Team providing details of prices for the purchase of an ice cream machine, a pop corn maker, a hot dog steamer, a barbeque, a waffle machine and seeking approval to purchase the items – copy to follow

THE MINUTES OF THE MEETING OF THE
RESOURCES COMMITTEE HELD IN THE COUNCIL CHAMBER, SHOTTON HALL,
PETERLEE ON MONDAY 4th JUNE 2018 AT 6.30PM

PRESENT: COUN A WATSON (CHAIR)

Mesdames:- S Simpson, A C Long, K Hawley, L Fenwick, K J Duffy & M A Cartwright

Messrs:- R Kyle, C Watkins, S McGlen, J Robinson, G L Carne, S Miles, S P Franklin, R Moore, T Duffy & 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.

1. Apologies for Absence

Apologies had been submitted and accepted from Councillors K Liddell, S Meikle & A Wilkinson. **RESOLVED the Council approve the reasons submitted at the meeting 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.

3. The Minutes of the Last Meeting

Members approved the minutes of the last meeting of this Committee held on 9th April 2018 and they were signed as a true and correct record.

4. Internal Audit

The Chair welcomed Stephen Carter, Audit and Fraud Manager, Internal Audit, Durham County Council, to the meeting to present the following attached reports:-

- (i) Internal Audit Progress Report Quarter ended 31 March 2018
- (ii) Internal Audit Annual Report 2017/18.

Mr Carter took Members through each report in turn and answered any questions given by Members. The Town Clerk reported on a correction to Appendix 4 of the report regarding Woodhouse Park being given as a priority. Members thanked both Town Council Officers and the Internal Audit Team from Durham County Council for their work and support.

RESOLVED Members note the outturn position on progress made in delivering the internal audit plan for 2017/18 together with that made by managers in responding to the work of the internal audit to gain assurance on the adequacy and effectiveness of the internal control environment. **FURTHER RESOLVED** Members note the content of the Annual Internal Audit Report and the overall “moderate assurance” opinion provided on the adequacy and effectiveness of the Council’s control environment for 2017/18.

Councillor T Duffy joined the meeting at 6.55pm.

5. Report of the Finance Sub Committees of the 27th April & 24th May 2018

RESOLVED the payments approved at the meeting of these sub committees held on 27th April & 24th May 2018, a copy of the minutes circulated, be noted.

6. The Report of the Facilities Sub Committee of the 23rd April 2018

RESOLVED the minutes of the Facilities Sub Committee meeting circulated be approved and accepted as a true and correct record.

7. Community Related Asset Transfer – North Blunts site

The Town Clerk advised he was awaiting a reply from Durham County Council following the expression of interest submitted by the Town Council in this site. A Local Member had heard a rumor that a leisure company was interested in the site, and this had come via a former Town Councillor and he asked the County Councillor present at the meeting was she aware of this, she said she was not, and it was asked if she would be able to find out any information in this regard. **RESOLVED** further information on interest in this site be awaited.

8. Rugby Club Eden Lane

(i) Floodlights – consent from the Landlord

RESOLVED landlord’s consent to the floodlights that had been grant funded on Pitch 2 at Eden Lane, be granted by the Town Council.

(ii) Roofing Works at Eden Lane

RESOLVED approval be given to the action taken in arranging for the roof works to be carried out, prior to approval from the Chair and Vice Chair of this Committee, at a cost of £11,850.00 + vat with Northern Bespoke Developments.

Members asked that it be recorded they were 100% behind the Rugby Club.

9. Request for Concessionary Use of Facilities
The Pavilion, football tournament, Peterlee Helford Under 9's, 28th July 2018, Use of the main hall and the MUGA
(power: The Local Government Act 1972, s144)
RESOLVED free use of the Brian Joyce Function Room be agreed for this event.
10. Request for Financial Assistance
(a) Peterlee Indoor Bowling Club – towards an excursion
RESOLVED a donation of £100.00 be made to the Club.
(b) Peterlee Helford FC Under 9's – towards strips
RESOLVED further information be requested to support this application.
(c) Jonathon Davies, motorcycle stunt bike – to help with running costs
RESOLVED a donation of £450.00 be made.
(d) Emma Cusworth, 17th November – 8th December 2018, Bali, working with underprivileged children in the community and local hospitals
RESOLVED a donation of £320.00 be made.
(power: The Localism Act 20188, ss1-8, General Power of Competency)
- FURTHER RESOLVED the Town Council's policy with regard to awards from the Member's Initiative Fund, be re visited.**
11. Expressions of thanks and Appreciation
(i) Peterlee 1st Scout Group
(ii) County Durham & Darlington NHW
(iii) Easington School Sports Partnership
(iv) Acre Rigg Infant School
(v) Peterlee Cricket Club
- The contents of the letters of thanks were provided for Members and it was **RESOLVED the contents be noted.**
12. Exclusion of the Press and Public

RESOLVED that in view of the confidential nature of the 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 1961 & the Local Government (Access to Information) Act, Part 1, paragraphs 4 &7.
13. Debts to write off
Members were asked to note debt write offs for the period 1 April - 31st May 2018 as per the Council's debt policy and a copy was circulated to each Member prior to the meeting.

Members were advised the net affect of these debts was £860.00 and a provision for bad debts of £4,000 had been made in the accounts. There was discussion on how to avoid bad debts arising and the processes that were in place. The Town Clerk confirmed there had been success with taking several debts through the court process.

RESOLVED the debts as listed in the report, be written off by the Council.

DRAFT

PETERLEE TOWN COUNCIL

FINANCE SUB-COMMITTEE

HELD IN THE COUNCIL CHAMBER,

SHOTTON HALL, PETERLEE

ON THURSDAY 21st JUNE 2018

Present:-

Councillors K J Duffy, A Watson & R Moore

3. DIRECT DEBIT AND CARD PAYMENTS

RECOMMENDED the payments listed for May 2018, be accepted.

4. ACCOUNTS FOR PAYMENT

The accounts for payment up until the end of June 2018 amounting to £58,511.01, a copy of which had been circulated to each Member, were considered.

RECOMMENDED the payments as listed, be made.