

SEDGEFIELD TOWN COUNCIL

POLICY & RESOURCES

Minutes of the proceedings of the **JANUARY POLICY & RESOURCES**
of the **Council** held following the Monthly meeting in the
Council Offices, Advice & Information Centre, Sedgefield, on
Monday 13th January 2014.

Present **Cllr. Gloria Wills (Chairman)**
Cllr. Lynne Dentith (Vice-Chairman) and
Cllrs. Allan Blakemore, David Brown, Mark Cant, Vanessa Carmichael, Mel Carr,
Rebecca Hagan, Chris Lines, Ian Sutherland, Alf Walton, Dudley Waters

Officer L. K. Swinbank (Town Clerk)

1. Apologies

Cllrs. John Robinson, Maxine Robinson

2. Declaration of interest

Cllr. Lynne Dentith Item 6.4 CAB

3. Matters of Information

None

4. Public Participation

The Chairman, Cllr. Gloria Wills closed the meeting whilst the public gave their views and comments.

The meeting was then re-opened.

5. Reports

5.1 SCA Lease

The Clerk reported that she had spoken with Sonia Hewitson from BHP who had apologised for the delay in responding. However the draft lease and draft letter to Tilly's (SCA Solicitors) will be forwarded to the Town Clerk within the next two days.

RESOLVED

To receive the information.

5.2 Personnel Matters

The Clerk reported that there had been much interest in the advert for the new Town Clerk. A meeting of the Personnel Committee will be held to agree presentations, questions etc. – the Clerk has forwarded draft copies to the committee to begin the discussion.

RESOLVED

To receive the information.

5.3 Mayor's Allowance

The Clerk had circulated a report.

RESOLVED

The travelling element of the Mayor's expenses to be removed from the Mayor's allowance and transferred to the Members Travelling Allowance Budget.

6. Financial Matters

6.1 Monthly Accounts / Income / Expenditure

RESOLVED

The monthly accounts as had been circulated were approved for payment

6.2 Review of Fees

6.2.1 Parish Hall Hire Charges

A draft proposal had been circulated. These were discussed, amended and agreed.

RESOLVED

To approve the new fees.

6.2.2 Cemetery Interment Charges

The current charges had been circulated.

RESOLVED

To approve the charges with no increase for 2014/15.

6.2.3 Cemetery Lodge Rent Review

A report had been circulated.

RESOLVED

To discuss the rent and the results of the Cemetery Lodge survey at the February P&R committee.

6.2.4 Wayleaves Information

A report had been circulated.

RESOLVED

To receive the information.

6.3 Financial Risk Assessment

The complete financial risk assessment had been circulated.

RESOLVED

To approve the financial risk assessment and ratify at the February monthly meeting.

6.4 CAB Request for Funding

Cllr. Lynne Dentith declared an interest. Cllr. Dentith gave a brief summary of the current situation, but took no part in the decision making.

RESOLVED

To make an initial offer of £1250.

6.5 Financial Position: P&R Committee

The up-to-date figures for the P&R committee had been circulated.

RESOLVED

To receive the information.

7. Training

None had been received.

8. Correspondence

8.1 Durham County Council Pension Fund

Information re the above had been received. The rate for 2014/15 will be 18.7%.

RESOLVED

To receive the information.

8.2 Quality Councils: NALC

Information re the above had been circulated.

The Clerk informed Members that she is a Member of the Development Board as mentioned in the letter and that she was attending the Board meeting on Wednesday in London.

RESOLVED

To receive the information.

9. Proviso of Paper and Ink for members

Cllr. Ian Sutherland asked Members to consider the Town Council reimbursing ink as well as the ream of paper. It was pointed out that the office will print all documents as requested.

RESOLVED

To continue to offer Members a ream of paper each year but not ink.

10. Community Right to Bid

Information had been circulated.

RESOLVED

To register the Library in the first instance but Members to continue to bring forward other buildings / land for discussion as appropriate.

11. Finance Election Costs for information

The cost of the elections in May 2013 had been circulated. The Clerk said the cost of £4,065 was substantially lower than expected.

RESOLVED

To receive the information.

12. Additional Information to accompany the Precept

The statutory additional information as regulated by DCC had been circulated.

RESOLVED

To approve the information and forward to DCC with the precept request.

The Chairman thanked everyone for attending and closed the meeting at 9.10 p.m.