

Minutes of the Policy and Resources Committee meeting of the **COUNCIL** held in the Council Chamber, Town Hall, Ferryhill, on **WEDNESDAY, 4th JULY 2018.**

PRESENT: Councillor: **J. Cansella** (Chair)

Councillors: C. Atkinson, D. Farry, N Jones, J. Lindsay, J. Makepeace,
L. Smith, R. Smith Z. Roddam

Officials: D. Snowball, Town Clerk
S. Hewitson, Committees & Civic Administrator

P&R01.18-19 APPOINTMENT OF CHAIRMAN

As this was the first meeting of this Committee, the Vice Chairman of the Council, Councillor D. Farry, took the Chair for the election of Chairman.

It was proposed by Councillor J. Lindsay and seconded by Councillor Z. Roddam that Councillor C. Atkinson be nominated for the position of Chairman.

It was also proposed by Councillor N. Jones and seconded by Councillor R. Smith that Councillor J. Cansella be nominated for the position of Chairman.

Members voted on the nominations:

For Councillor C. Atkinson	3
For Councillor J. Cansella	6

RESOLVED; that Councillor J. Cansella be appointed Chairman of the Policy and Resources Committee for the municipal year 2018/19

P&R02.18-19 APPOINTMENT OF VICE-CHAIRMAN

It was proposed by Councillor R. Smith and seconded by Councillor N. Jones that Councillor J. Makepeace be nominated for the position of Vice Chairman.

It was also proposed by Councillor J. Lindsay and seconded by Councillor Z. Roddam that Councillor C. Atkinson be nominated for the position of Vice Chairman.

Members voted on the nominations:

For Councillor J. Makepeace	6
For Councillor C. Atkinson	3

RESOLVED; that Councillor J. Makepeace be appointed Vice Chairman of the Policy and Resources Committee for the municipal year 2018/19

P&R03.18-19 APOLOGIES FOR ABSENCE

Apologies were received from Councillor P. Atkinson.

Chair: _____

P&R04.18-19 MEMBERS DISPENSATION

There were no members dispensations in relation to any item of business on the agenda.

P&R05.18-19 DECLARATIONS OF INTEREST

There were no declarations of interest.

P&R06.18-19 PUBLIC PARTICIPATION

There were no public questions in relation to any item of business on the agenda.

P&R07.18-19 POLICY AND RESOURCES SUB COMMITTEE TERMS OF REFERENCE

Members considered the Terms of Reference of this committee, previously circulated.

Following discussion a number of proposed amendments to the Terms of Reference were agreed to submit to Council for consideration;

- a) In paragraph one in lines two and three remove '**will include the mayor and or deputy mayor and not more than eight other**' and insert '**will be 10**'
- b) In paragraph two delete '**at least six times per year**' and add in '**bi monthly**' and delete '**in advance of**' and insert '**at**'.
- c) In paragraph 3 delete '**each**' and insert '**the next**'.
- d) Item q after Committee's add '**Sub Committees and Working Groups**'

Members agreed unanimously.

RESOLVED; that the proposed amendments to the Terms of Reference are submitted to council for approval.

P&R08.18-19 CONSIDER THE PROCESS AND SCHEDULE FOR THE REVIEW OF COUNCIL POLICIES

Members considered the report of the Town Clerk previously circulated and following discussion it was **Proposed** by Councillor R Smith, **Seconded by** Councillor J Makepeace, that this Committee agrees that the process and schedule for Policy Review is undertaken by Corporate Governance Sub Committee.

Members agreed unanimously.

RESOLVED; that this committee agrees that the process and schedule for Policy Review is undertaken by the Corporate Governance Sub Committee.

Chair: _____

There being no further business the meeting was closed at 7.30pm

CERTIFIED AS A TRUE RECORD

CHAIR.....

DATE.....

Chair: _____