

Minutes of the **POLICY AND RESOURCES COMMITTEE** meeting held in the Council Chamber, Town Hall, Ferryhill, at 7pm on **WEDNESDAY, 3<sup>rd</sup> JULY 2019.**

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

**Councillors:** Councillors D. Farry, N Jones, J. Makepeace, Z. Roddam, L. Smith, R. Smith and M Walton

**Officials:** E. Gildersleeves, Finance & Administration Manager  
S. Hewitson, Committees & Civic Administrator

**P&R01.19-20 APPOINTMENT OF CHAIR FOR THE YEAR 2019/20**

It was proposed by Councillor D. Farry and seconded by Councillor J. Makepeace that Councillor J. Cansella be nominated for the position of Chairman.

**RESOLVED**

That Councillor J Cansella be appointed as Chairman for 2019/20.

**P&R02.19-20 APPOINTMENT OF VICE CHAIR FOR THE YEAR 2019/20**

It was proposed by Councillor D. Farry and seconded by Councillor L. Smith that Councillor R. Smith be nominated for the position of Vice Chairman.

**RESOLVED**

That Councillor R Smith be appointed as Vice Chairman for 2019/20.

**P&R03.19-20 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors C Atkinson and P Atkinson.

**P&R04.19-20 MEMBERS DISPENSATION**

No requests for dispensations had been received in relation to any item of business on the agenda.

**P&R05.19-20 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**P&R06.19-20 PUBLIC PARTICIPATION**

A member of the public asked why item 11, Grant Applications, was included in the private part of the agenda. The Chair advised the member of the public that the Acting Town Clerk had set the agenda and was not

present to explain the reason behind the decision to discuss the grant applications in the confidential part of the meeting. It was agreed that a letter be sent within 7 days with a full explanation.

**P&R07.19-20 MINUTES OF MEETING ON 1<sup>st</sup> MAY 2019**

**RESOLVED**

That the minutes of the meeting held on 1<sup>st</sup> May 2019 be agreed as a true and accurate record.

**P&R08.19-20 FEES AND CHARGES – BURIALS**

Members considered a report from the Acting Town Clerk regarding the review of burial fees and charges. A copy of the report had been provided to all Members of the Council.

Members discussed this matter in detail, it was **Moved by** Councillor J Cansella, **Seconded by** Councillor R Smith to ask the Acting Town Clerk to report back to the Policy & Resources Committee in September with some figures for a suggested increase.

Members agreed that the burial fees for a child under the age of 16 should be free.

**RESOLVED**

That the burial fees for a child under the age of 16 be amended to no charge and the Acting Town Clerk bring figures for a suggested increase to the Policy & Resources meeting in September.

**P&R09.19-20 INFORMATION TECHNOLOGY – TO REVIEW COMPUTER SYSTEM, COMMON EMAIL ADDRESSES AND ELECTRONIC DISTRIBUTION OF PAPERS**

**Moved by** Councillor D Farry, **Seconded by** Councillor J Makepeace to accept the recommendations of the report.

**RESOLVED**

That:

- a) The Councils IT System be upgraded at a cost of £1200 subject to all current problems being resolved by the solution

And;

- b) A common email address be set up for all members using Yahoo

And;

- c) The Acting Town Clerk bring back to the September Council meeting a cost analysis for tablets / paper copies & postage.

**P&R10.19-20 EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED**

That in accordance with the provision of Section 1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972, the Council do now exclude the public and press for the remaining items of the Agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to public interest.”

**P&R11.19-209 GRANT APPLICATIONS**

Members considered a report from the Acting Town Clerk regarding

- a) V and T Brown                      £780 (or £2,780)

**Moved by** Councillor J Makepeace, **Seconded by** Councillor D Farry to invite Mrs Brown and Theodore to the next Policy & Resources meeting on the 4<sup>th</sup> September 2019 to provide Members with more information on their project.

**RESOLVED**

A letter be sent to Mrs Brown inviting them to the Policy & Resources meeting on 4<sup>th</sup> September 2019.

- b) Chance Drama                      £2,346.49

Councillor J Makepeace pointed out that he had already given Chance Drama £1000.00 from his neighbourhood budget.

**Moved by** Councillor J Makepeace, **Seconded by** Councillor D Farry to donate £500 but also send a letter to Chance Drama to make them aware that, whilst Members fully support them, they would rather funding from the Council be used to buy equipment or to go towards Chance Drama going into schools to engage with more people and get a bigger audience to join or support the group rather than a one off payment to hire equipment.

**RESOLVED**

A donation of £500 be approved and a letter be sent to Chance Drama.

- c) The Woodlands                      £200

**Moved by** Councillor D Farry to support this application and donate £200. Members agreed.

Councillor J Makepeace stated that this is a worthy application and that as he has already given £250.00 to this group, as a County Councillor, he would abstain.

**RESOLVED**

A donation of £200 be made.

d) Citizens Advice Bureau £3,000

Members agreed they would like to support the Citizens Advice Bureau as they provide a valuable service to residents of Ferryhill, however, the Council's donation policy does not allow a donation to be made to any organisation with a balance above £15,000 unrestricted reserves. It was suggested that the policy be reviewed and also a letter be sent to Citizens Advice Bureau requesting a breakdown of accounts relating to the branch covering the Ferryhill area.

**RESOLVED**

That the donation policy be reviewed and a letter be sent to the Citizens Advice Bureau requesting a breakdown of accounts relating to the branch covering the Ferryhill area and the application be revisited once the donation policy has been reviewed.

e) Ferryhill Banner Group £340

Mrs E Gildersleeves advised the meeting that she had received an email from Councillor P Atkinson in relation to this application. He had advised that the bank balance shown on the application form will be reduced by £1200 to pay for the banner cabinets, these cabinets will be donated to the Town Council.

Members noted that the Ferryhill Banner Group had completed their application form as a request by a 'Group of Individuals' and not as an 'Organisation' and raised concerns that the named applicants were three councillors.

It was also noted that the whole amount of financial support requested was not actually for the Banner Group in its own right but would be used as a donation to the Town Band and transport costs for the Town Band.

It was **Moved by** Councillor D Farry, **Seconded by** Councillor J Makepeace to write to the Banner Group and ask that Ferryhill Town Band resubmit their own application.

**RESOLVED**

A letter be sent to Ferryhill Banner Group asking that the application be resubmitted by Ferryhill Town Band.

f) Positive Horizons £200

**Moved by** Councillor D Farry, **Seconded by** Councillor J Makepeace to agree a donation of £200.

**RESOLVED**

A donation of £200 be made.

g) Great North Air Ambulance £100

Whilst no members were against this donation the Council's donation policy does not allow a donation to be made to any organisation with a balance above £15,000 unrestricted reserves. Members agreed that this application be re-considered once the donation policy has been reviewed.

**RESOLVED**

That the Council's donation policy be reviewed at the September meeting and this grant be put on hold until the policy has been reviewed.

h) A Forster £400

**Moved by** Councillor R Smith, **Seconded by** Councillor D Farry to support this application and award a donation of £400.

Members agreed that the Town Council logo should be sent to Mr Forster to be displayed on any clothing and social media to promote sponsorship.

**RESOLVED**

A donation of £400 be made and Mr Forster be provided with the Town Council logo.

There being no further business the meeting was closed at 8.05pm

**CERTIFIED AS A TRUE RECORD**

**CHAIR**.....

**DATE**.....