

**BARNARD CASTLE TOWN COUNCIL  
RESOURCES COMMITTEE**

**24 JUNE 2013**

**PRESENT:-** Councillor Cooke (in the Chair – from item 2); Councillors Blissett, Harrison (Town Mayor), Hinchcliffe, Kinch and Watson.

**IN ATTENDANCE:-** Councillor Mrs Moorhouse

**Officer:-** Mr King (Town Clerk).

**1. APPOINTMENT OF CHAIR FOR MUNICIPAL YEAR 2013/14**

**(Town Mayor in the chair for this item only)**

Councillor Watson was proposed but not seconded. Councillor Cooke was subsequently proposed and seconded. There were no other nominations.

**Resolved** – That Councillor Cooke be appointed Chairman of this Committee for the Municipal Year 2013/14.

**2. APPOINTMENT OF VICE-CHAIR FOR MUNICIPAL YEAR 2013/14**

Councillor Watson was proposed and seconded. There were no other nominations.

**Resolved** – That Councillor Watson be appointed Vice-Chairman of this Committee for the Municipal Year 2013/14.

**3. ACCEPTANCE, OR OTHERWISE, OF APOLOGIES**

Apologies were received from Councillor Robinson.

**Resolved** – That Councillor Robinson's apologies be accepted.

**4. DECLARATIONS OF INTEREST**

In accordance with this Council's adopted Code of Conduct (Minute 72(a)/Sep/12 refers), Members were asked whether they had any personal or prejudicial interests in any matter on the agenda and, if so, to declare those interests at this point of the meeting. Members were reminded that a declaration could be given later in the meeting if a need arose during discussion. There were no declarations of interest declared at this juncture.

**5. DATES AND TIMES OF RESOURCES COMMITTEE MEETINGS**

Submitted - A schedule of the dates and times of Committee meetings during the Municipal Year 2013/14, as determined at Council Minute 135(1)/Mar/13.

**Resolved** – That the information be received.

**6. ADMINISTRATIVE SUPPORT COMMITTEE MEETING – 7 NOVEMBER 2012 – MINUTES**

**Resolved** – That the Minutes be accepted as a correct record.

**7. EDITORIAL BOARD MEETING – 14 JANUARY 2013 – NOTES**

**Resolved** – That the Notes be accepted as a correct record.

**8. MODERNISATION COMMITTEE MEETING – 18 MARCH 2013 – MINUTES**

**Recommendation** – That the Minutes be accepted as a correct record.

**9. FINANCE COMMITTEE MEETING – 29 APRIL 2013 – MINUTES**

**Resolved** – That the Minutes be accepted as a correct record.

## **10. BUDGET MONITORING REPORTS**

Submitted – A report and associated Appendices detailing the budget activity since the beginning of the financial year 2013/14, including payments made, receipts received and income and expenditure by cost centre.

**Resolved** – That the information be received and noted.

## **11. INTERNAL AUDIT – AUDIT PLAN 2013/14**

Submitted – Pursuant to the submission of this Council's Internal Auditor's Annual Report for 2012/13 (Council Minute 27/June/13 refers), an Annual Audit Plan for Internal Audit 2013/14 outlining the scope of the work to be undertaken at the half-year and end-of-year stages.

**Resolved** - That the Annual Audit Plan for 2013/14 be approved.

## **12. REVIEW OF TRAVEL ALLOWANCES**

Submitted – A report outlining a review of the town council's policy for reimbursing the costs of travel made by officers and members on behalf of the town council and proposed a new classification of allowance for passengers, to encourage car sharing.

**Resolved** – (a) That the HMRC mileage rates, including provision for passenger mileage, be adopted for the reimbursement of travel and mileage claims by members and officers; (b) That a report be submitted to the next meeting of the Resources Committee covering issues of policy and procedure for the payment of subsistence claims; and (c) That the revised Travel Allowances Policy, to include a new clause to the effect that, "A supplementary allowance will be paid for each passenger carried on an approved journey by the principal claimant", be adopted.

## **13. ANNUAL REVIEW OF THE FINANCIAL DONATIONS POLICY**

Submitted – A report outlining the need of a review to the Financial Donations Policy in view of the recent changes to the Council's constitution. It was concluded that a clause, limiting the applications from any organisation to one per financial year, should be added to point 12 of the submitted draft.

**Resolved** – That the Financial Donations Policy, as amended, be approved.

## **14. COMMUNITY RIGHT TO BID/ASSET TRANSFER – POSITION REPORT**

Submitted – A report summarising two initiatives which provide statutory mechanisms for the town council, or a community group, to seek to retain existing community assets in Barnard Castle where those might, otherwise, be under threat of being lost to local community use and sought an initial view of the options which were available to the town council under those initiatives to shape a fuller debate by the full council.

**Resolved** – (a) That the issue of community asset transfer be referred for debate to the Town Council meeting on 8 July 2013; and (b) That the Resources Committee recommends to the Town Council that any further approach to the county council should focus on Woodleigh as a community asset.

## **15. ON-LINE NEWSLETTER**

It was proposed that an on-line edition of the 'Barney Crier' be prepared for publication in the week commencing 8 July and prospective articles were outlined.

**Resolved** – That the contents and production schedule be so approved.