

SEDGEFIELD TOWN COUNCIL

POLICY & RESOURCES

Minutes of the proceedings of the **MARCH POLICY & RESOURCES** of the **Council** held in the **Council Offices**, Advice & Information Centre, Sedgefield, on **Monday 10th March, 2008**.

Present **Cllr. David Brown (Chairman)**

Cllrs. A. Blakemore, H. Clifford-Brown, N. Dunn, L. Goddard, M. Robinson, J. Robinson, I. Sutherland, S. Sutherland, D. Waters

Officer Lesley Swinbank (Town Clerk)

1. Apologies

Cllrs. T. Jeanes

2. Declaration of interest

None

3. Matters of Information

These were included on the agenda

4. Reports

4.1 Neighbourhood Enhancement Fund

Cllr. David Brown gave an update on progress with the funding through him through the Neighbourhood Enhancement Fund from SBC. He said that he had submitted forms re stage curtains for the Parish Hall and that invoices etc would be through the Town Council so as to re-claim the VAT etc.

RESOLVED

- i) To receive the information**
- ii) To thank Cllr. Brown for this contribution**
- iii) Cllr. Brown to work with the Clerk and Community Development Officer re the outstanding balances owed to him through the Neighbourhood Enhancement Fund**

4.2 Sports Hall – Meeting with DCC Treasurer

The Clerk said that the meeting with the Treasurer has been postponed due to Mr. Crowe having a family bereavement.

RESOLVED

To bring back a report to the next meeting

4.3 BSF: Report on meeting

A report on this had been given at the previous monthly meeting.

4.4 Insurance Schedule

The Clerk had circulated a report on the meeting which she had with Debbie Roy from Zurich and was attended by Cllr. John Robinson and Maxine Robinson.

RESOLVED

- i) To receive the information**
- ii) To agree to a five month schedule at a saving of £500 per year. It was pointed out that if there are claims however made on Zurich then the premium would be increased.**

4.5 Financial Risk Management and Internal Audit Review

The Clerk had circulated a report re the above.

The assessment included: -

- a) Insurance
- b) Working with Councillors
- c) Staff management

With each looking at

- a) Risk Identification
- b) Internal Controls
- c) Internal Audit Assurance

RESOLVED

- i) To receive the information**
- ii) To continue to review on an Annual basis**

5. Financial Matters

5.1 Monthly Accounts

The monthly accounts had been circulated.

RESOLVED

The Monthly accounts as circulated were approved for payment.

5.2 Donations / Grants

5.2.1 Sedgefield Harriers

A request for funding advice has been received from Sedgefield Harriers.

RESOLVED

To invite Ean Parsons to come in and meet with the Community Development Officer Angela Simpson to discuss how the Town Council can help

5.2.2 1st Sedgefield Girl Guides/Scouts

A request for funding has been received from 1st Sedgefield Girl Guides/Scouts re funding towards their World Jamboree.

RESOLVED

To write back to Mrs. Postgate and explain the situation with regard to funding individuals and suggest they write in for a general donation

5.2.3 Twinning

The Clerk said she was aware that the Town Council had agreed to give a grant of £400 to the Twinning at the last meeting. The Clerk asked that this be deferred until the beginning of the financial year 08/09 as £400 has already been paid in the current year.

RESOLVED

To confirm the Clerk's suggestion and to delay the grant of £400 to Twinning until after 1st April

6. Training

No training events had been received.

7. Correspondence

7.1 Post Office

A letter has been received from the Royal Mail Headquarters re the postal address particularly as used by the Borough Council Licensing Department.

RESOLVED

To contact Post Watch

7.2 SBC Precept

Information has now been received from Sedgefield Borough Council giving details of the breakdown of the Precept for Sedgefield for 2008/09.

RESOLVED

To receive the information

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