

SEDGEFIELD TOWN COUNCIL

POLICY & RESOURCES

Minutes of the proceedings of the **JULY POLICY & RESOURCES** of the **Council** held following the Monthly meeting in the **Council Offices**, Advice & Information Centre, Sedgefield, on **Monday 13th July 2009**.

Present **Cllr. J. Robinson** **(Chairman)**
 Cllr D. Waters **(Vice Chairman) and**
 Cllrs. A. Blakemore, D. Brown, H. Clifford-Brown, N. Dunn, T. Jeanes, M. Robinson, and
 S. Sutherland.

Officer Apologies received from L. K. Swinbank (Town Clerk), M Robinson clerked meeting.

1. Apologies

Cllrs. I. Sutherland, M. Brown, M. Garood, S. Hannan, R. Taylor.

2. Declaration of interest

None

3. Matters of Information

3.1 Council Office Alterations PR4

RESOLVED

A meeting to be arranged to further this project

4. Reports

No further reports received for consideration

5. Financial Matters

5.1 Monthly Accounts

Cllr. Brown asked if a breakdown of costs could be allocated to each area.

In the absence of the Clerk, any specific queries to be considered on her return.

RESOLVED

The monthly accounts as had been circulated were approved for payment

5.2 Quarterly Accounts – previously circulated.

RESOLVED

To accept the quarterly accounts as presented and to raise any individual issues with the

clerk

5.4 Donations / Grants:

Requests for donations had been received from the following: -

RESOLVED: To use the Power of Well Being to give grants/donations.

5.4.1 Butterwick Hospice: Class Car Event.

RESOLVED

To await a response from the hospice to an earlier letter.

5.5 CCTV Maintenance Contract – quotation received

RESOLVED

Not to renew the contract, but use call out option as required.

6. Training

a. NALC Larger Council's Conference

RESOLVED

To book three places, Clerk and two councilors to attend.

b. NALC Leadership Academy

RESOLVED

To receive the information

7. Correspondence

7.1 Out Door Bowling Green

Cllr Robinson declared an interest as the author of the letter.

RESOLVED

All interested to attend the meeting of 16th July to further the project

7.2 DCC Dog Control Order

Information on the above had been received.

RESOLVED

To receive the information

8. New Policies

Equality & Diversity, Anti Fraud and Corruption, Bereavement Leave, Paternity Leave, Asset Management, Maternity Leave, Dignity at Work, Managing Sickness and Absence, Member/Officer Relations, and Business Continuity Policies were presented to the meeting incorporated into a staff handbook.

RESOLVED

To adopt the policies and handbook and to thank the Clerk for the work undertaken to

produce them

9. Cemetery Lodge Heating System

RESOLVED

To discuss this at a future meeting

The Chairman thanked everyone for attending and closed the meeting at 8.50 p.m.

