

Bishop Auckland Town Council

Minutes of the Policy and Resources Committee

03 June 2025

Held at 5.00pm in Town Council Offices, Kingsway Court, Bishop Auckland

In attendance: Cllr Siddle (Deputy Chair), Grey & S Zair

Also In attendance: Mrs Sarah Harris, Town Clerk & Mrs Vicki Booth, Assistant Town Clerk

PRC001/25 Apologies for Absence – Cllr Harker

PRC002/25 - Declaration of Interests - No declarations of interest were made.

PRC003/25 – Minutes of previous policy and resources committee – ratified at Full Council

PRC004/25 Public Participation – no members of the public were in attendance.

Resolved: that members discussed the possibility of increasing public participation and that this will be taken to the community committee and the possibility of a new notice board.

PRC005/25 – Terms of Reference of the Committee – the Clerk reminded members of the terms of reference.

Resolved: that members noted the terms of reference and that the corporate plan needs to be incorporated. Reference on overlap but ensure time is not wasted with repeat agenda items.

PRC006/25 – Finance Report

- a. **Account Balances** – the Clerk gave an update on the account balances. Advised members that the movement of monies has still not happened due to the change of members, bank signatory changes were in process.

Resolved: that members noted the account balances and interest rates to be brought to a future meeting.

- b. **Authorisation of Payments** – the Clerk gave an overview of payments and receipts since the last report.

Resolved: that members authorised the payment report.

- c. **Community Fund Applications** –

Members reviewed the applications for the Air Cadets and Wear Valley Amateur Swimming Club.

Resolved: that members recommended that the Community Committee approved both applications but also asked for an indication of where attendees will train when the leisure centre redevelopment takes place.

- d. **PWLB Discussion** – the Clerk advised of the outstanding balance and if members would like to consider making any overpayment going forward in the next financial year.

Resolved: that members requested the Clerk establish details of benefits and interest rates should a sizable amount be paid to the PWLB.

- e. **Q1 prep** – members were advised that the new Scribe year is now open and data is being input and the Q1 report will be brought to the next meeting for consideration.

Resolved: that members noted the update

- f. **Floral Displays** – the Clerk gave an update on the issue with DCC over the problems with the sustainable planters, the missing payment of the flower beds on the SLA, the mis information about the payment being for the 1 payment and not each year as they now suggest.

Resolved: that members agreed that the resolution of the payment issue needs to be addressed with DCC in the short term and the long-term idea of volunteers and partnership working needs to be looked at long term with a plan in place.

PRC007/25 – Audit

- a. **AGAR Update** – that the return was submitted and published the excise of public rights notice.

Resolved: that members note the update, and looked forward to receiving the external audit report.

PRC008/25 – Corporate

- a. **Boundary Review** – a report of the boundary area was received in February. A number of areas surrounding the boundaries are unparished and have been well developed. The Clerk has had initial conversations to the lead at DCC on this and it is good practice for these to be reviewed every 10 – 15 years and it is 20 years since this has been reviewed.

Resolved: that members note the update and the benefits to the communities of Bishop Auckland by having representation to those who consider themselves as being in the town. a further report regarding the process to be brought to the next meeting.

PRC009/25 – Planning

- a. **Applications for consideration** – members reviewed the report provided.

Resolved: that members noted the report and agreed that at this time no formal response was needed.