



Our ref: IM/LH

7th October 2024

Dear Member

You are summoned to attend Spennymoor Town Council's ordinary meeting of the **POLICY & RESOURCES COMMITTEE** to be held in the Council Chamber on **Tuesday 15th October 2024** at 6.45pm.

SPENNYMOOR TOWN COUNCIL
POLICY & RESOURCES COMMITTEE
ORDER OF BUSINESS - Meeting to be held 15th October 2024

The Council would like to advise that this meeting is being audio and video recorded and will subsequently appear on the Council website. If you decide to remain in the room, it will be taken that you have given consent, for both yourself and any other person you are responsible for, to be recorded as stated. Could I ask that all mobile devices are either switched off or to silent during this meeting.

1. **Apologies for Absence** - To consider for approval.
2. **Declarations of Interest** - to note declarations of interest from Members on items on the agenda.
3. **Members Dispensations** - to consider written requests for dispensations from Members who have declared interests under Disclosable or Non-Disclosable pecuniary interests – Section 33 of the 2011 Localism Act and Standing Order 14.
4. **Public Participation** - members are requested to receive and consider any questions from Members of the Public in accordance with Standing Order 13.
- 5.a **Monthly Bank Reconciliations for July & August (enclosed)** - to receive the bank reconciliations for July and August 2024
- 5.b **Petty Cash reconciliation for August (enclosed)** – to receive the petty cash reconciliation for August 2024.
6. **Purchase Orders Report for September** – there were no emergency purchase orders over £2,500.00 issued during September 2024.
7. **Committee Minutes** - To submit and if approved, confirm as a correct record the Minutes of the Policy and Resources Committee held on 10th September 2024 for signing.
8. **Planning (enclosed)** – to consider any planning applications.
9. **Community Grant Application** – to consider the application for £500 from Spennymoor Youth and Community Association
10. **To exclude the press and public** – Members are asked to resolve to exclude the press and public from the meeting due to the confidential nature of the following item which



relates to draft proposals on sensitive employment matters. (Public Bodies (Admission to Meetings) Act 1960 and s100 Local Government Act 1972 apply)

- 11. Proposed Staffing Restructure Context Statement (to be presented at the meeting)** – to consider and provide feedback on the confidential report of the Town Clerk and draft context statement for a proposed staffing restructure. Members of the committee are asked to note that this item will also appear on the full Council agenda on Tuesday 22nd October.

It is proposed that the press and public be readmitted to the meeting after item 11 above.

- 12. Job Evaluation Support Service proposal from NEREO (enclosed)** – to consider the report of the Town Clerk recommending the appointment of the North East Regional Employers' Organisation (NEREO) to support the Town Council with job evaluations as part of the proposed staff restructuring process.

Ian Morris MA FSLCC
Town Clerk
8th October 2024

To: Chair – Cllr N Foster
Vice-Chair – Cllr A Lowther
All Members of Spennymoor Town Council
cc Public Notice