



Our ref: IM/LH

25<sup>th</sup> November 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 **3<sup>rd</sup> December 2024** at 6.45pm.

**SPENNYMOOR TOWN COUNCIL**  
**POLICY & RESOURCES COMMITTEE**  
**ORDER OF BUSINESS - Meeting to be held 3<sup>rd</sup> December 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. **Monthly Petty Cash and Bank Reconciliations for October 2024 (enclosed)** - to receive and consider reports.
6. **Purchase Orders Report for October 2024** – the Committee is recommended to note that there were no emergency purchase orders above £2,500 issued in October 2024.
7. **Supplier Activity Report to 30<sup>th</sup> September 2024 (enclosed)** – to receive the report detailing supplier activity (invoices received and payments made) for period 1<sup>st</sup> April 2024 – 30<sup>th</sup> September 2024.
8. **Committee Minutes** - To submit and if approved, confirm as a correct record the Minutes of the Policy and Resources Committee held on 12<sup>th</sup> November 2024 for signing.
9. **Planning (enclosed)** – to consider any planning applications.
10. **Tree Management Policy** – to receive and approve a new tree management policy for trees on Town Council land, deferred from P&R November 12<sup>th</sup> 2024.



- 11.a Christmas Community Chest Grant Applications** – to consider the following application:  
Kirk Merrington Pre-School request for £300 towards a visit to Santa (application deferred from Council meeting 26<sup>th</sup> November 2024)
- 11.b Christmas Community Chest Grant Applications** – to consider any other applications received prior to the meeting.

Ian Morris MA FSLCC  
**Town Clerk**  
25<sup>th</sup> November 2024

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