

minutes

Meeting ADMINISTRATION COMMITTEE

Date 30 January 2013 (commencing at 10.00 am)

membership

Persons absent are marked with 'A'

COUNCILLORS

Mrs Kay Cutts (Chairman)
A Alan Rhodes (Vice-Chairman)

Reg Adair
Chris Barnfather
Joyce Bosnjak
Mel Shepherd MBE

A June Stendall
 Martin Suthers OBE
 Jason Zadrozny

OFFICERS IN ATTENDANCE

Mike Bradford – Senior Accountant
Julie Brailsford – Civic Officer
Ruth Rimmington – Democratic Services Officer

MINUTES OF THE PREVIOUS MEETING

The minutes of the last meeting of the Committee held on 11 December 2012 having been circulated to all Members, were taken as read and were confirmed and signed by the Chairman.

APOLOGIES FOR ABSENCE

Apologies for absence had been received from:-

Councillor Alan Rhodes (other County Council business)
Councillor June Stendall (medical/illness)

COUNTY HOSPITALITY BUDGET FINANCIAL SUMMARY

RESOLVED 2013/001

That the report be noted.

HOSPITALITY

(a) Local Improvement Scheme (LIS) Event.

RESOLVED 2013/002

That approval be given for the Local Improvement Scheme event to be held on 7 March 2013 at the Cedric Ford Pavilion, Newark for up to 300 delegates at £32.00 a head and that the cost of the venue and refreshments be met from the 2012/13 LIS annual budget.

(b) Civic Reception for Abbey Road School and international Partner Schools to celebrate the final meeting of the Multilateral Comenius Project.

RESOLVED 2013/003

That approval be given for the Chairman to host a lunchtime reception in County Hall on Friday, 22 March 2013, to include a buffet with tea, coffee and juice for the teachers and pupils involved in the Multilateral Comenius project, at an estimated cost of £750.00 to be met from the County Hospitality budget.

(c) Civic Luncheon

RESOLVED 2013/004

That approval be given for the Chairman to host a Civic luncheon at County Hall for the Civic Heads of Nottingham and Nottinghamshire on Monday, 11 March 2013 at a cost of £500.00 to be met from the 2012/13 County Hospitality budget.

(d) County Council Business Dinner

RESOLVED 2013/005

That approval be given for the County Council to host a business dinner on 31 January 2013, to soft-launch the Nottinghamshire Growth Plan and capture business feedback, for up to 60 people including key business and civic leaders, elected members and corporate directors with the cost being met from the Economic Development budget's approved allocation for business engagement.

The meeting closed at 2.10 pm.

CHAIRMAN