

**MINUTES OF THE EXTRAORDINARY FINANCE, GOVERNANCE AND STAFF
COMMITTEE HELD VIRTUALLY USING THE ZOOM PLATFORM ON
TUESDAY 27 OCTOBER 2020 AT 7.00p.m.**

PRESENT Councillor Mallett

Councillors: B Bellamy, Dwyer, Angharad, Atkinson, Monkman, Harris, Porter and
Wilkinson

No Members of the Public

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FGS/174 APOLOGIES FOR ABSENCE

None

FGS/175 VARIATION OF ORDER OF BUSINESS

None

FGS/176 DECLARATIONS OF MEMBERS INTERESTS

Cllr Atkinson, B Bellamy, Porter, Angharad and Monkman on Item 11 as Borough Councillors and are the collecting body for rates but will remain in the meeting.

FGS/177 CONFIDENTIAL ITEMS

Item 12 – Staff matters

FGS/178 PUBLIC PARTICIPATION

No members of the public were present.

FGS/179 MINUTES OF THE FINANCE, GOVERNANCE AND STAFF COMMITTEE

RESOLVED - to agree as a true record Minutes FGS164-173 held on 29 September 2020.

FGS/180 FINANCE REPORT – BANK RECONCILIATION 30 SEPTEMBER 2020

RESOLVED Noted

FGS/181 ANNUAL GRANTS

a) Current grants awarded

RESOLVED Noted

b) Discuss reports received from SLA organisations

Belper Mill applauded for the work they have carried out.

Working group established previously to look at grant application forms and to compile a guidance booklet for all SLA organisations. Working group to complete this task Cllr Harris, Porter and Dwyer.

RESOLVED Noted

c) Consider SLA renewals

RESOLVED to arrange an Extraordinary Finance Committee meeting to discuss these during November to recommend to Full Council in December.

d) Review the current grant procedures

RESOLVED Working group to review these in preparation for the Extraordinary Committee meeting.

FGS/182 BELPER BOUNCES BACK

RECOMMEND £2,811 to be added to the Belper Town Council grants fund and £5,000 to be added to the general reserve.

FGS/183 RATE CHARGES RECEIVED FROM AVBC

Responsible Financial Officer (RFO) applied to Amber Valley Borough Council for a discretionary relief however this has been refused. The RFO requested a copy of their Policy on the discretionary fund. RFO has asked AVBC for a payment plan option.

RESOLVED RFO to provide more information for the Extraordinary Committee meeting in November.

FGS/184 BUDGET

a) Proposed Fees and Charges for 2021/22

RECOMMEND no alteration to the current fees and charges. This years Christmas Tree scheme would be free of charge to all those that paid for trees last year.

b) Purchase of maintenance equipment

RECOMMEND to purchase the equipment at a cost of £270.00

c) Budgets for Committees for 2021/22

RESOLVED Committees to feed back to Finance Committee regarding their budgets for approval to the next Full Council meeting to ensure they are accurate.

d) Budget comparison and draft budget for 2021/22

Further work required on the draft budget as AVBC Rate bills need to be included and final agreed Committee budgets to be included.

RESOLVED Councillors will consult with the Responsible Financial Officer regarding any questions they have on the budget.

FGS/185 GOVERNANCE

a) Equality and Diversity Policy

RECOMMEND Committee Members to send any questions regarding the Policy to the working group. The Policy will be deferred until EDI training has taken place.

b) Staff Appraisal Policy

RECOMMEND approval of the current policy to Full Council in November

c) Abandoned Vehicle Policy

RECOMMEND approval of the current policy to Full Council in November

d) Disaster Recovery Policy

RECOMMEND approval of the current policy to Full Council in November

e) Discretions Policy

RECOMMEND approval of the current policy to Full Council in November

f) Food Festival Business – Charging Policy

RECOMMEND approval of the current policy to Full Council in November

g) Lone Working Policy

RECOMMEND approval of the current policy to Full Council in November

h) Protocol on Councillors/Officer Relationships

RECOMMEND approval of the current policy to Full Council in November with the inclusion of the protocol on adhoc work requests made by Councillors.

i) Sickness Absence Policy

RECOMMEND approval of the current policy to Full Council in November

j) Tablet and Internet Usage Policy

RECOMMEND approval of the current policy to Full Council in November

k) Safeguarding Policy

RECOMMEND approval of the current policy to Full Council in November with the inclusion of some minor amendments made by the Chair.

That in view of the confidential nature of the business about to be transacted, a resolution to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss these items has been resolved.

FGS/186 STAFF MATTERS

a) Staff Training

RECOMMEND approval of the Staff training budget to be increased for Weed Spraying Course £1,620, Highways training (costed awaited from DCC), AAT Foundation £1,276.99 and Emergency First Aid at work £750 to Full Council in November

b) Staff Reduction in hours

RESOLVED Noted and a thank you letter to be sent to the Member of Staff for their hard work.

c) Outdoor Staff members to use their own phone and receive an allowance

RECOMMEND an allowance of £10.00 per month and to keep the Council phones for the Flood Plan initiative.

d) Monthly mobile phone contract

RECOMMEND a budget of up to £300 for a 1 year contract

e) Initiatives for Young People

RECOMMEND Cllr Monkman will work with Derby University and a report will be brought back to the next Committee meeting

f) Protocol on adhoc work requests made by Councillors

RECOMMEND to incorporate this protocol into the Councillor/Officer Relationships policy

FGS/187 DATE OF NEXT MEETING

23 February 2021 location to be confirmed.

The Meeting closed at 9.42pm

SignedChairperson

Date 23 February 2021