

**MINUTES OF THE FINANCE, GOVERNANCE AND STAFF WORKING PARTY
HELD AT THE HERITAGE CENTRE, ST JOHN'S CHAPEL, BELPER ON
TUESDAY 25 FEBRUARY 2020**

- PRESENT** Councillor Wilkinson – in the Chair
Councillors: Mallett, B Bellamy, Dwyer, Angharad, Porter and Atkinson
- FGSWP/141 APOLOGIES FOR ABSENCE**
Apologies were received and accepted from Cllr Harris (Holiday)
- FGSWP/142 VARIATION OF ORDER OF BUSINESS**
None
- FGSWP/143 DECLARATIONS OF MEMBERS INTERESTS**
None
- FGSWP/144 CONFIDENTIAL ITEMS
RESOLVED**
Items 10 a,b,c – Staff Matters
- FGSWP/145 PUBLIC PARTICIPATION**
None
- FGSWP/146 MINUTES OF THE FINANCE, GOVERNANCE AND STAFF WORKING
PARTY HELD ON 29 OCTOBER 2019**
RESOLVED - to agree as a true record Minutes FGSWP/129-140 held on
29 October 2019 and signed by the Chair.
- FGSWP/147 FINANCE REPORT**
(a) To note the Financial Budget Comparison 2019/20
RESOLVED – to note
(b) To note the mileage monitoring of the Council's pick up
RESOLVED – to note and to consider in future on an annual basis
(c) To consider new energy supplier quotes
Members considered an energy supplier switch proposal
**RECOMMEND to Full Council to switch to Bulb Energy if the full
cost including the exit fees is below £16,500**
(d) Ethical Investments on Town Council Reserves
The Clerk reported that there was £200,000 in reserve accounts. Cllr
Mallett had provided a report on the Council's current investment
accounts
RESOLVED for the RFO and Cllr Mallett to contact the current
providers and request their ESG policies
- FGSWP/148 ANNUAL GRANTS**
(a) To consider updated Grant Application Forms for 2020/21
RECOMMEND to Full Council to add a requirement of the

**following policies to the application form
Safeguarding children and Young People and Adults
Financial Controls and Management
Equality and Diversity**

FGSWP/149 GOVERNANCE

(a) To consider a draft calendar of meetings (20/21) for approval at the Annual Meeting

RECOMMEND to be approved at the Annual Meeting

(b) To consider updated Disciplinary and Grievance Procedure Policy

RECOMMEND to circulate to the staff and if there are no comments to adopt the policy

(b) To review policies due for review prior to the next Finance Governance and Staff Working Party meeting

RECOMMEND to adopt the following policies

Adverse Weather

Complaints Procedure

Equal Opportunities

Financial Management and Reserves

Financial Regulations

Git Bin Policy & Procedure

Health & Safety

Press Relations

Protocol on the recording and filming of meetings

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.

FGSWP/150 STAFF

(a) Staff Meeting with Unison Representatives

RESOLVED – to note

(b) To consider Appraisals and SCP increases

RECOMMEND to circulate the information to all Councillors for consideration at the March Full Council meeting

(c) To consider the Town Clerk's completion date for Cilca Qualification from June to September

RECOMMEND to agree the extension and to allocate one day of the Clerk's working week to carry out the work necessary to gain the qualification

DATE OF NEXT MEETING

To be confirmed.

The Meeting closed at 8.30pm

SignedChair

Date