

**MINUTES OF THE FINANCE, GOVERNANCE AND STAFF WORKING PARTY
HELD AT THE HERITAGE CENTRE, ST JOHN'S CHAPEL, BELPER ON
TUESDAY 29 OCTOBER 2019**

PRESENT Councillor Wilkinson – in the Chair
Councillors: Mallett, B Bellamy, Dwyer, Harris, Angharad, Porter and
Atkinson

2 members of the public.

FGSWP/129 APOLOGIES FOR ABSENCE
None

FGSWP/130 VARIATION OF ORDER OF BUSINESS
None

FGSWP/131 DECLARATIONS OF MEMBERS INTERESTS
None

FGSWP/132 CONFIDENTIAL ITEMS
RESOLVED
Item 10 b and c – Staff Matter

FGSWP/133 PUBLIC PARTICIPATION
None

**FGSWP/134 MINUTES OF THE FINANCE, GOVERNANCE AND STAFF WORKING
PARTY HELD ON 28 MAY 2019**
RESOLVED - to agree as a true record Minutes FGSWP/113-128 held on
28 May 2019 and signed by the Chair.

FGSWP/135 FINANCE REPORT

- (a) To note the bank reconciliation figures as at 30 September 2019**
RESOLVED – to note
- (b) To note the mileage monitoring of the Councils pick up**
RESOLVED – to note
- (c) Meter readings at St John's**
Town Clerk reported that a new invoice had been received from EDF the
electricity supplier at St John's stating an increase in the Direct Debit
from £738.00 to £1,607.00.
RESOLVED – electrician to be called out to have a look at the current
meter to look for any discrepancies.
- (d) Ecological Insurance Provider**
Town Clerk circulated a report from the insurance provider stating their
current group environment policy.
RESOLVED – to note
- (e) Specific insurance to cover damage to public toilets**
Town Clerk stated this had been added to our current insurance policy
and no excess charge would be charged for this addition.
RESOLVED – to note

(f) Parish Council election invoice from Amber Valley Borough Council

Town Clerk reported the invoice had been received for the 2019 elections at a cost of £23,160.48. The election costs would be accrued annually from the precept as an ear marked reserve.

RESOLVED – to note

(g) Ethical Investments on Town Council Reserves

RESOLVED – Delegate to Cllr Mallett to investigate ethical investment opportunities for the reserves and present this at the next FGSWP meeting in February 2020.

(h) Bus stops and Channel in Milford

RESOLVED – Bus Stop at Milford to be recommended to Facilities, Environment and Local Economy Committee for purchase.

Channel in Milford – Town Clerk to check ownership issue if no ownership is established then Belper Town Council will take ownership and obtain a quote for the handrail repair.

FGSWP/136 GRANTS

(a) To note current grants awarded (Appendix 1)

RESOLVED – To note

(b) To consider annual grants renewals

RESOLVED – to recommend to Full Council to renew all agreements that are due to come to an end in March 2020 for a duration of one further year.

(c) To consider the grant application from Belper Early Years

RESOLVED – to recommend the application to Full Council at a value of £2,971.51 for one year.

(d) To consider the grant application from Belper School and Sixth Form

RESOLVED – to recommend the application to Full Council at a value of £1,000 with a stipulation on the grant that the students taking part in this project produce a presentation to the Town Council and Youth Committee.

(e) Review of current grant procedures

Town Clerk reported that the current scheme is confusing in terms of the same form used for both annual grants and SLA's.

RESOLVED – Working group to be delegated the task of reviewing the current grant procedure and report back to Full Council at a later date with recommendations. Working group to comprise of Cllr Harris, Porter and Cannon.

FGSWP/137 STAFF

(a) To consider Christmas opening hours at St John's Chapel

RESOLVED – to approve the proposal of closing St John's offices from 23 December to 3 January 2020 inclusively.

FGSWP/138 BUDGET

(a) To consider proposed fees and charges for 2020/21

RESOLVED – to freeze all fees and charges for next year – no increases.

(b) To consider to recommend approval of budgets for committees

for 2020/21

RESOLVED – each Committee Chair to recommend for approval at November's Full Council meeting a full detailed report on budgets required for 2020/21.

(c)To consider detailed budget comparison and draft budget for 2020/21

RESOLVED – Committee thanked the Town Clerk for producing the draft budget working paper. Draft budget to be reviewed at the November meeting once all committees have given detailed reports on budgets. The Draft Budget will then be approved at the December Full Council meeting in preparation to submit to Amber Valley Borough Council by 31 January 2020.

FGSWP/139 GOVERNANCE

Consider Draft Financial Regulations

Town Clerk stated these had not been completed in time for the meeting due to time constraints. This would be brought to the November Full Council meeting for approval.

RESOLVED – to note

Confidential meeting

FGSWP/137 STAFF

(cont)

(b)Town Centre Heritage Manager post

RESOLVED – Defer this position until a full staff review had been conducted by DALC Human resources representative. Town Clerk reported there would be an additional cost for this.

Cllr Harris and Town Clerk to progress this matter further and report back to Full Council.

(c)Trade Union Recognition

RESOLVED – Invite Unison to talk to staff regarding the benefits of joining a union.

FGSWP/140 DATE OF NEXT MEETING

The next meeting will be held on Tuesday 25 February 2020 at 7pm.

The Meeting closed at 8.40pm

Signed
Chair Date 25 February 2020