

**MINUTES OF THE FINANCE, GOVERNANCE AND STAFF COMMITTEE HELD AT  
ST JOHN'S CHAPEL, THE STRUTTS, BELPER ON  
TUESDAY 22<sup>ND</sup> FEBRUARY 2022 AT 7.00p.m.**

**PRESENT** Councillors: Mallett (Chair), Angharad, Dwyer, Harris, Monkman, Porter and Walls.

**IN ATTENDANCE** Debra Townsend (Town Clerk)  
Christine Marlow (RFO)

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#### **FGS/322 APOLOGIES FOR ABSENCE**

Cllr Walls (Absent due to holiday).

#### **FGS/323 VARIATION OF ORDER OF BUSINESS**

None

#### **FGS/324 DECLARATIONS OF MEMBERS INTERESTS**

Cllr Angharad, Monkman and Porter declared a personal interest in Minute Number FGS/335 as a Member of Amber Valley Borough Council and remained in the meeting during this item.

#### **FGS/325 CONFIDENTIAL ITEMS**

None

#### **FGS/326 PUBLIC PARTICIPATION**

None

#### **FGS/327 MINUTES OF THE EXTRAORDINARY FINANCE, GOVERNANCE AND STAFF (FG & S) COMMITTEE MEETING**

**RESOLVED** that the Minutes of the Extraordinary Meeting held on 4<sup>th</sup> January 2022 were agreed as a true and correct record.

#### **FGS/328 FEES AND CHARGES 2022/23**

**RECOMMENDED** to Council that all items not previously reviewed in the previous six months be increased by 10% (rounded to the nearest pound). (Attached as Annexe A to the Minutes)

#### **FGS/329 STAFF APPRAISAL POLICY**

**RECOMMENDED** that the Town Clerk reconsiders this document and it be deferred to the next appropriate Meeting of Full Council after having been distributed to FG & S Committee members.

#### **FGS/330 CAR PARKS**

A verbal update was given on the costs of the Coppice and St John's car parks to the Town Council which, including business rates and rent, was considered untenable.

**RECOMMENDED** that the Car Park Working Group be increased to five members (it is currently three Members; Cllrs Angharad, Harris and Monkman). The additional members to be appointed at Full Council, and that they produce a report to be considered at Full Council in June 2022, on the introduction of charging for car parking at the above locations.

#### **FGS/331 ST JOHN'S CHAPEL**

It was reported that St John's Chapel was unsustainable for office staff due to issues including the heating (staff are often working in unreasonable temperatures (less than 16 degrees)), lone working and access for members of the public.

**RECOMMENDED** that the Town Clerk prepares a report which outlines all of the costs associated with St Johns Chapel and makes initial enquiries with Strutts Community and Business Centre regarding the possibility of moving all staff to this location. To submitted to Full Council in April 2022 after having been distributed to FG & S Committee members.

**FGS/332 BOUNDARY REVIEW**

It was reported that following the recent electoral review, proposed boundaries for Town Council would be different to those proposed for the Borough Council (there will be no Belper Central Ward in the Borough).

**RECOMMENDED that the Town Clerk writes to Amber Valley Borough Council and asks what arrangements will be put in place to administer the new electoral arrangements.**

**FGS/333 STANDING ORDERS AND FINANCIAL REGULATIONS**

It was reported that the Standing Orders and Financial Regulations were currently being reviewed and would be submitted to Full Council for approval as soon as possible.

**NOTED**

**FGS/334 SERVICE LEVEL AGREEMENT (SLA) AND SMALL GRANT FORM**

**RECOMMENDED that the Service Level Agreement and Small Grant Form be amended. (Attached at Annexe B).**

**FGS/335 AMBER VALLEY BOROUGH COUNCIL**

**RESOLVED that the Town Clerk write to all Councillors to gather a list of matters that were outstanding, that AVBC were dealing with but not progressing in a satisfactory and timely manner. Once these were received, all relevant matters be escalated, initially with the Executive Director (Resources) and the Leader.**

**FGS/336 EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED that in view of the confidential nature of the business about to be transacted, the Press and Public be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the following items.**

**FGS/337 CONSIDERATION OF UNPAID DEBT**

**RESOLVED that the Responsible Finance Officer follow up this debt by recorded first class mail.**

**DATE OF NEXT MEETING To be confirmed.**

The Meeting closed at 8.45 pm

Signed .....Chairperson                      Date