



**BELPER**  
**TOWN COUNCIL**  
Working for the community

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16 February 2021

To: Members of the Finance, Governance and Staff Committee

Dear Members,

I hereby give you notice that an extraordinary meeting of the Finance, Governance and Staff Committee will be held virtually using Zoom on **Tuesday 23 February 2021 at 7.00pm.**

Join Zoom Meeting

<https://zoom.us/j/91569295382?pwd=cHVTWVhQbDE5YUdYbDB5WDRtVVNtQT09>

Meeting ID: 915 6929 5382

Passcode: 961349

One tap mobile

+442034815240,,91569295382#,,,,\*961349# United Kingdom

+442039017895,,91569295382#,,,,\*961349# United Kingdom

Dial by your location

+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

+44 208 080 6591 United Kingdom

+44 208 080 6592 United Kingdom

+44 330 088 5830 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 481 5237 United Kingdom

Meeting ID: 915 6929 5382

Passcode: 961349

All members of the Committee are summoned to attend for the purpose of considering and resolving the business to be transacted as set out in the following Agenda.

Members are to complete the Declaration of Interests Sheet (if appropriate) and email this to the Clerk prior to the meeting.

Yours sincerely

Emma Smith

Town Clerk

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## AGENDA

- 1 To receive apologies for absence.
- 2 Variation of Order of Business.
- 3 **Declaration of Members Interests and Requests for Dispensation**  
Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time, or to request a dispensation. Please note that appropriate forms should be completed prior to commencement of the meeting.
- 4 **Recording and Filming of Council and Committee Meetings**  
The right to record, film and to broadcast meetings of the council and committees is established following the Local Government Audit and Accountability Act 2014. This is in addition to the rights of the press and public to attend such meetings. Meetings or parts of the meetings from which the press and public are excluded may not be filmed or recorded. Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner.
- 5 **Confidential Item** - To determine which items, if any, on the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms:-  
“That in view of the confidential nature of the business about to be transacted, to consider 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 the item.”
- 6 **Public Speaking - (Thirty Minutes)**
  - (a) A maximum of three (3) minutes or at the Chairman’s discretion will be made available for each member of the public to comment on any matter.
  - (b) If the Police Liaison Officer, a County Council or Borough Council Member is in attendance they will be given the opportunity to raise any relevant matter.
- 7 **Minutes**  
  
To approve the Minutes of the Finance, Governance and Staff Committee meeting held on 24 November 2020.
- 8 To discuss the dates for Full Council and Committee Meetings for 2021/22.
- 9 To note update on the rates bills regarding St John’s car park and The Coppice car park
- 10 To discuss the financial budget comparison for 2020/21
- 11 To note the Councils annual van mileage
- 12 To review the Councils current policies:
  - a) Adverse Weather Policy
  - b) Complaints Procedure
  - c) Council Continuity Plan
  - d) Disciplinary and Grievance Procedure
  - e) Event Policy
  - f) Financial Management Policy
  - g) Financial Regulations
  - h) Freedom of Information
  - i) Grant Application Policy and SLA Annual Report Guidance
  - j) Health & Safety Policy
  - k) Press Relations Policy
  - l) Protocol on Recording and Filming Council Meetings

- m) Standing Orders
- n) Vexatious Policy
- o) Working from home Policy

- 13 To discuss a poster explanation about Council services and finances
- 14 To discuss the management of the Strutt Street Toilets
- 15 To discuss Staff Appraisals and SCP levels
- 16 To discuss the Apprentice's temporary contract

**Date of Next Meeting** - To be confirmed