



BELPER
TOWN COUNCIL
Working for the community

St John's Chapel, The Butts, Belper,
Derbyshire DE56 1HX

Telephone: (01773) 822116

E-mail:

admin@belpertowncouncil.gov.uk

Web: www.belpertowncouncil.gov.uk

20 May 2021

To: Members of the Finance, Governance and Staff Committee

Dear Councillor

I hereby give you notice that the Finance, Governance and Staff Committee meeting will be held in **Strutts Centre, Derby Road, Belper DE56 1UU** on **Tuesday 25 May 2021 at 7.00pm.**

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

A handwritten signature in black ink, appearing to read 'Emma Smith'.

Emma Smith

Town Clerk

Please note this is a face to face meeting. All members of the public are welcome to attend the meeting however due to the ongoing Covid-19 restrictions space is limited therefore you must contact the Clerk prior to the date of the meeting to confirm your attendance. The wearing of face masks at this venue is compulsory, please hand sanitise on arrival and maintain 2 metre social distancing at all times

If you require this document in an alternative format, such as large print or a coloured background, please contact the Town Clerk on 01773 822116 or email admin@belpertowncouncil.gov.uk

AGENDA

- 1 To appoint a Chairperson
- 2 To appoint a Vice Chairperson
- 3 To receive apologies for absence
- 4 Variation of Order of Business
- 5 **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.
- 6 **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.

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 ne necessary to pass a resolution in the following terms:-
7 “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.”

Public Speaking - (Thirty Minutes)
8 (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.
- 9 **Minutes**
To approve the Minutes of the Finance, Governance and Staff Working Party meeting held on 23 February 2021.
- 10 **Finance Report**
(a) To discuss and to recommend to Full Council to approve the Council’s AGAR Accounting Statement and accompanying documents for 2020/21
(b) To discuss and note the AGAR Internal Auditor’s Report and Audit Checklist for 2020/21
(c) To discuss the underspend from 2020/21
- 11 **Staff**
(a) To discuss the appointment of a litter picking operative
(b) To discuss Responsible Financial Officer Training requests
- 12 **Governance**
To discuss the Belper Town Council reserve policy be to hold a minimum of 10% reserves

13 Grant Agreements

- (a) To discuss the Blue Box grant and consider any changes to the original agreement
- (b) To discuss the proposed changes to the grant application policy:
 - (i) To enable the Council to maintain proper management of its budget no application will receive more than is requested in each application (Paragraph 1)
 - (ii) A timescale for reporting back will be given in the funding agreement (Paragraph 11)
- (c) To discuss where the fruit trees £255.00 awarded grant will come from in the existing budget.

14 To discuss the current IT facility available to Councillors

Date of Next Meeting - 19 October 2021