



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

5th May 2022

To: All Members of Belper Town Council

I hereby give you notice that the Annual Meeting of Belper Town Council will be held in **Strutts Centre, Derby Road, Belper DE56 1UU** on **Tuesday 10th May 2022 at 7.30pm.**

All members of the Council 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

Debra Townsend

Debra Townsend
Town Clerk

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. Election of Town Mayor for the ensuing year, to receive the Mayor's declaration of Acceptance of Office and to invest the Mayor with the Chain of Office.

2. Election of Deputy Town Mayor for the ensuing year and to receive the Deputy Mayor's declaration of Acceptance to Office.

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.

7. Confidential Items – 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.”

8. 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.

9. Minutes

- (a) To receive and approve Minutes 5026 - 5055 of the Full Council Meeting held on 12 April 2022
- (b) To note and accept the recommendations of the Facilities, Environment and Local Economy Committee Meeting held on 26 April 2022
- (c) To note and accept the recommendations of the Planning Committee Meeting held on 3rd May 2022
- (d) To note and accept the recommendations of Herbert Strutt Committee Meeting held on 26 April 2022

10. To approve the Mayor's Allowance for 2022/23 (Budget £2,216)

11. To note the Internal Auditor Report 2021/22

12. Annual Governance and Accountability Return

- (a) to approve the Annual Governance Statement
- (b) to approve the summary accounting statements

13. To review and adopt the Council's Standing Orders

To note that these will be reviewed at the next Finance, Governance and Staff Committee before being presented to Council

14. To review and adopt the Council's Financial Regulations

To note that these will be reviewed at the next Finance, Governance and Staff Committee before being presented to Council

15. To resolve that Belper Town Council meets the eligibility criteria to use the General Power of Competence

It is confirmed that;

- a) the Council has a suitably qualified Clerk (CiLCA Qualified).
- b) the number of Councillors elected at the last ordinary election, or at a subsequent by-election, equals or exceeds two thirds of its total number of Councillors.

16. To establish Ordinary Committees and approve the draft Terms of Reference and the Scheme of Delegation

17. To appoint Members to the Committees 2022/23 (to include co-opted Members)

A list of existing (2021/22) Committees and Committee Members are attached as an Appendix.

Please note that *Working Groups* will be appointed at the next suitable Meeting of each Committee.

18. To appoint Chairs of the Standing Committees established above.

It is RECOMMENDED that this be deferred to the first Meeting of each Committee in the new Civic Year.

19. To appoint Members to Outside Bodies 2022/23

Please see report submitted by Cllr Mallett.

20. To review the Council and officers' subscriptions to other bodies

21. To note that a review of the inventory of Council's land and buildings and arrangements for insurance cover in respect of all insured risks was completed as below;

12th April 2022. Minute Number 5047 ASSET REGISTER

RESOLVED that the Asset Register as submitted be approved.

8th Feb 2022. Minute Number 4992 GENERAL INSURANCE RENEWAL

RESOLVED that Zurich Insurance be awarded a one-year contract

22. To Review and Approve the following;

- a) Complaints Procedure
- b) Freedom of Information Policy
- c) General Data Protection Policy
- d) Press Relations Policy

Please note there is no change to any of the above policies.

23. Time and Place of Ordinary Meetings of the Town Council

To note that these were agreed at Full Council 12.4.22 - Minute Number 5040.

24. Finance Report

- (a) To approve payments and receipts for April 2022
- (b) To note the cash and reserves statement to 30th April 2022
- (c) To note the Income and Expenditure summary to 30th April 2022

25. Speed Indicator Device Scheme

Please see report submitted by Cllr Atkinson

26. Small Grants Applications

To receive applications for small grants

- a) Café 24
- b) Unite Community
- c) Wilder Belper

27. Planning Matters

To submit comments on any additional planning applications received since the Planning Committee, and to note any further decisions.

28. Items to note and correspondence received

All items to note have been circulated by email.

29. Exclusion of the Press and Public

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting due to the confidential nature of the business to be transacted.

30. Offer of Payment for Outstanding Debt

To report receipt of an offer for payment of an outstanding debt.

31. Land Valuation

To report receipt of land valuation

32. Recruitment Panel

To appoint a recruitment panel for the position of Economic Development, Tourism and Marketing Officer.

Date of Next Meeting – Tuesday 14th June 2022