



BELPER
TOWN COUNCIL
Working for the community

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9 July 2020

To: All Members of Belper Town Council

I hereby give you notice that the Full Council Meeting of Belper Town Council will be held virtually using Zoom on **Tuesday 14 July 2020 at 7.00pm.**

Meeting information:

<https://zoom.us/j/95602333644?pwd=RTBWTE1qc2Jxa1VzeDNkbXVQdzhZQT09>

Meeting ID: 956 0233 3644

Password: 463191

One tap mobile

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Meeting ID: 956 0233 3644

Password: 463191

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

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

- (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

- (a) To receive and approve the Full Council Meeting Minutes 4432-4462 held on 9 June 2020.
- (b) To note the draft minutes of the Arts, Events and Heritage Committee meeting held on 23 June 2020.
- (c) To note the draft minutes of the Facilities, Environment and Local Economy Committee meeting held on 30 June 2020.
- (d) To note the draft minutes of the Youth Committee meeting held on 7 July 2020.

8 Mayor’s announcements

9 Finance Report

- (a) To note the bank summary - last reconciliation to 30 June 2020
- (b) To note the Income and Expenditure summary to 31 May 2020 and 30 June 2020
- (c) To note Budget Comparison Quarter 1
- (d) To note Variance Summary
- (e) To note Reserve Balances
- (f) To note detailed income and expenditure from 01/04 to 30/06/2020
- (g) To approve addition of Responsible Financial Officer as a signatory for all Belper Town Council bank accounts
- (h) Earmarked reserves and General reserves funding for 2020/21
- (i) Working group report on the 750th Anniversary of the Chapel budget
- (j) Working group report on the Railway Jitty Signage budget
- (k) Working group report on the Tea Rooms Opening budget

10 Planning Matters

- (a) To consider applications/appeals received from the Planning Authority and to submit comments. (Appendix 1)
- (b) To note Planning Decisions (Appendix 1)
- (c) To note the Neighbourhood Plan Working Group update

- (d) To note submission on behalf of the Council regarding planning application AVA/2020/0253
- (e) To note submission on behalf of the Council regarding planning application AVA/2020/0163
- (f) Derbyshire County Council approval of planning application CD6/0320/84 - St John's Church of England Voluntary Controlled Primary School subject to conditions

11 Grant Applications

General Grants. Budget £20,000.00 Spend to date £0.00

There are no grant applications for consideration

12 Outside Bodies

To receive verbal reports from Council Representatives on outside bodies

13 To approve the Annual Governance and Accountability Return for 2019/20 recommended by the Finance, Governance and Staff Committee

- a) To confirm that there is a sound system of internal control - Annual Governance Statement
- b) To confirm and approve the Accounting Statements

14 To discuss Information received from AVBC regarding the Local Economy

15 To approve Council policies recommended by the Finance, Governance and Staff Committee

- (a) Councils Memorials Policy
- (b) Event Policy
- (c) Information Security Incident Policy
- (d) IT Replacement Policy
- (e) Mobile Phone Policy
- (f) Recruitment and Selection Policy
- (g) Reference Policy and Procedure
- (h) Retention and Disposal Policy
- (i) Safety at Events Policy
- (j) Social Media and Internet Policy
- (k) Zero Tolerance Policy

16 To discuss Disciplinary and Grievance Working Party Members Cllr Dwyer, Cllr Harris & Cllr B Bellamy

17 To discuss Line management of Town Clerk - Good Employer Guide issued to Councillors

18 To discuss Anti-Racist Motion

19 To note Accounting software movement from Sage to Scribe

20 Clerks Report

- a) Bus Shelter - Milford
- b) Handrail - Milford
- c) Canoe Pass installation
- d) Car Park barrier
- e) Land at Milford
- f) Portable Banner for Councillors
- g) Potential Allotment sites
- h) Shared carparking
- i) CCTV
- j) Orchard Tree planting - AVBC
- k) Bench at the bottom of Mount Pleasant Drive
- l) 100 year Centenary Board
- m) Renewal of the Monthly Market signage and Banners
- n) Adult Safeguarding Training
- o) DALC Essential Councillor Training
- p) Trade Union Recognition
- q) Pinglewick site
- r) Belper South Vacancy
- s) AVBC Local Plan - Sustainability Appraisal Scope

- t) Tree Removal at Chuckle Butties
- u) Drop kerb at Forge Steps, Makeney Road
- v) Re-opening of the Council Offices
- w) 750th Chapel Anniversary - The Machinery art installation
- x) Lights on the Geese sculpture - Roundabout

- 21 To note DALC June Newsletter
- 22 To approve a special resolution to reverse all resolutions made in the last 12 months in relation to the Changing Places Facility
- 23 To discuss Expressions of Interest received regarding Belper Bounces Back
- 24 To discuss the Accessibility Statement for the website and website upgrade
- 25 To approve purchase of new Speed Camera
- 26 To discuss Notice this Notice Theatre Company correspondence
- 27 To discuss Belper Town Council representative for Strutt Community Centre
- 28 To discuss recognition of ALCC Union
- 29 To discuss Policy on meeting papers and changes to Standing Orders in line with the Policy
- 30 **Marketing, Economic Development and Tourism Co-ordinator**
 - a) Approve Job Description, Job Specification, Hours and Rate of Pay
 - b) Approve Job Advertisement and where the advert will feature and agree costs
 - c) Approve closing dates for applications and date for interviews to commence
 - d) Delegate power to a working group to approve applications received for interviews, to arrange and sit on the interview panel. Working Group will recommend to full Council in September who they recommend for the position.
- 31 To discuss donation to the Great British High Street Group
- 32 To approve the amended Terms of Reference for the Youth Committee and co-option of a new member - S Barley-McMullen
- 33 To discuss Black History Month
- 34 Date of Next Meeting - Tuesday 8 September 2020 at 7pm location to be confirmed