



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

St John's Chapel, The Butts, Belper, Derbyshire  
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**To Members of the Finance, Governance and Staff Working Party.**

22 October 2018

Dear Committee Member

I hereby give you notice that a meeting of the Finance, Governance and Staff Working Party is to be held in St John's Chapel on

**Tuesday 30 October 2018 at 6.15pm**

All members of the Committee are summoned to attend the meeting to consider and resolve the business to be transacted as set out in the following agenda.

Yours sincerely

*Elisabeth Page*  
Town Clerk

**AGENDA**

- 1 To receive apologies for absence.
- 2 To consider Variation of Order of Business.
- 3 a) To receive Declaration of Members Interests.  
To enable Members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Town Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.  
  
b) To receive and approve requests for dispensations from Members on matters in which they have a Disclosable Pecuniary Interest.
- 4 To determine which items if any from 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: -

"In view of the confidential nature of item .... 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."



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Large Town Winners  
2010/11/12/13



QUALITY TOWN COUNCIL

- 5 Public Speaking  
To suspend the Council's Standing Orders in order for the public to participate in the meeting for a maximum of 30 minutes - or at the Chairman's discretion. A maximum of three (3) minutes or at the Chairman's discretion will be made available for each member of the public wishing to address the meeting in relation to the business to be transacted.
- 6 To approve the Minutes of the Finance, Governance and Staff Working Party meeting held on 17 July 2018

#### **FINANCE**

- 7 Financial Monitoring:  
A) To note the Bank Reconciliation - 30 September 2018  
B) To note mileage monitoring of the Council's pick up
- 8 Annual Grants  
A) To note reports from Fleet Arts, Derbyshire CAB, AV Community Transport, Drop Inn and Derbyshire Children's Holiday Centre  
B) To consider Annual Grant renewal— Belper North Mill Trust—£10,700 pa  
C) To consider applications for Annual Grants— Belper Street Angels (£650 pa) and Accessible Belper (£1000 pa)

#### **STAFF**

- 9 To consider employing a Business and Administrative Apprentice
- 10 To consider Christmas opening hours—proposed—closed 25 December 2018 to 1 January 2019 inclusively. Staff to use 2 days annual leave.
- 11 To consider proposal for Out Door staff to use their own mobile phones for work purposes and if approved to approve payment of £5 per month to each member of the Out Door staff for the use and approve the draft policy

#### **BUDGET 2019/20**

- 12 To consider proposed Fees and Charges
- 13 To consider Detailed Budget Comparison and draft Budget for 2019/20

#### **NEXT MEETING**

- 14 To note the next meeting date—**Tuesday 26 February 2019 at 6.15pm (calendar of meetings and review Standing Orders, Fin Regs and policies)**