



Alfreton Town Council

The Town Clerk:
David T Holmes MBA Chartered
FCIPD CiLCA

Room 12,
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Alfreton,
Derbyshire DE55 7HH
Telephone : 01773 520032

5th May 2017

To the Town Mayor and Elected Members of Alfreton Town Council.

Dear Member,

Your attendance is requested at the meeting of Alfreton Town Council to be held on **Tuesday 16th May 2017** at Alfreton House, High Street, Alfreton, starting immediately after the conclusion of the Parish Meeting which starts at 6.30p.m.

Yours sincerely,

David T Holmes,
Town Clerk.

MEETING OF ALFRETON TOWN COUNCIL

ORDER OF BUSINESS

1. To elect a Town Mayor
2. To receive the Town Mayor`s declaration of acceptance of office.
3. To receive apologies for absence.
4. To receive any declarations of interest from Members

Please Note

- Members must ensure that they complete all sections of the Declarations of Interest sheet prior to the start of the meeting.
- Column 5 of the Declaration of Interest sheet must be completed in all cases to indicate the action to be taken (i.e. to stay in or leave the meeting prior to any consideration or determination of the item).

The Declarations of Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct.

5. To consider any variation in order of business

6. To consider any items which should be taken in exclusion of the press and public.
27d To receive a report on Christmas Lights Replacements 2017/2018 onwards
7. To elect a Deputy Town Mayor
8. To elect a Leader of the Council.
9. To elect a Deputy Leader of the Council.
10. Public Participation.
11. To appoint Lead Members to the Executive Committee for the following:
 - Properties
 - Environment, Sport and Recreation.
 - Finance and Personnel
 - Christmas Lights
 - Village Green
 - Health and SafetyThe Mayor, Deputy Mayor, Leader and Deputy Leader will be ex-officio voting Members of the Executive Committee.
12. To appoint Lead Members with delegated powers for
2017 Christmas Event
Communications Committee
13. To appoint a Chair of the Planning Committee who will be an ex-officio voting member of the Executive Committee.
14. To appoint five members to serve on the Planning Committee.
15. To appoint Support Members to the following portfolios
 - Properties
 - Environment, Sport and Recreation
 - Finance and Personnel
 - Planning.
 - Christmas Lights
 - Village Green
 - Health and Safety
16. To approve a programme of ordinary meetings of the Council and Executive Committee for the year (Draft calendar enclosed).
17. To receive nominations of councillors and make appointments to serve on the following Outside Bodies
 - i. ACTS
 - ii. Alfreton Community Forum
 - iii. Alfreton & District Heritage Trust
 - iv. Amber Valley Access

- v. Pubwatch
- vi. Police Liaison
- vii. Derbyshire Unemployed Workers Centre
- viii. Alfreton Community Association
- ix. Pentrich

18. To set a date for the Tour of the Town

19. To hear from a representative of Derbyshire Police should one be available.

20. To read and consider the Minutes of the last meeting of Alfreton Town Council held on Tuesday 11th April 2017, a copy has been circulated to each Member with the summons to attend the meeting; the Minutes may be taken as read.

21. After consideration to approve the signature of the Minutes by the person presiding as a correct record.

22. To consider an update report from the Town Clerk on progress on the actions arising from the above minutes.

23. To dispose of business, if any, remaining from the last meeting.

There is none

24. To receive and consider reports and minutes of committees.

There is none

25. To consider resolutions, if any, from the Parish Meeting held prior to this meeting.

26. To receive reports from representatives on Outside Bodies.

27. To receive and consider additional agenda items in the order in which they have been notified

a) To receive and approve the Income and Expenditure Account for the year ending 31st March 2017, the Annual Governance Statement and Annual Return and to complete in that order.

b) To receive the Internal Audit completed by the Lead Member for Finance & Personnel

c) To receive a report from the Internal Auditor on the financial year 2016/2017.

d) To receive a report on Christmas Lights Replacements 2017/2018 onwards

e) To receive and approve the meetings calendar for 2017/18

f) To consider a grant application from:

i. Carousel Craft Group

28. To authorise the signing of orders for payment.

a. To receive and approve payments for April £19302.84

b. To accept regular payments throughout the year to the following:

BUDGET	REASON/PAYEE
Personnel	Staff salaries HMRC – Tax and NI DCC – Pensions and cleaning contract GMB – Union fees Rockfall Ltd – PPE equipment
Environment	Shelter Maintenance - cleaning EON – unmetered supply JRB enterprises – dog bags Belmont Mower – repairs Growell – fertilisers and compost Bedding plants
Properties and Utilities	British Gas – gas and electric Severn Trent – water AVBC – Rates Zedal and Achem – Housekeeping Amicus Pest Control D Basta – Windows Keepsafe – Alarm and key holding O’Heap – Extinguisher servicing Gee Security – CCTV repairs and servicing Veolia – confidential shredding
Admin	Sterling Business Group- photocopier Talktalk - Broadband British Telecom – phone Viking and Key – stationery AVBC - Trade waste Inspire Web Design – Web hosting B Woodcock - Audit
Allotments	Vernon Skip Hire Forest Farm Tree Servicing – Hedge cutting Crabtree
Membership	Nalc (national association of local councils) Allotment Society DALC (Derbyshire Association of Local Councils) AA Open Spaces Society SLCC (Society of Local Council Clerks) A.C.T.S Amber Valley Access Group
Motor Vehicle	Mot and repairs Service and repairs

29. To consider Planning Applications.

30. To consider 4 topics for Communication.