



# Alfreton Town Council

The Town Clerk:  
David T Holmes MBA Chartered  
FCIPD CiLCA

Room 12,  
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High Street,  
Alfreton,  
Derbyshire DE55 7HH  
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12<sup>th</sup> May 2015

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 19<sup>th</sup> May 2015** 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**

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### **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.
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 Safety

The 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  
The 2015 Christmas Event
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 14<sup>th</sup> April 2015, 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.

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

Christmas Light Meeting held on Wednesday 15<sup>th</sup> April 2015.

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 31<sup>st</sup> March 2015, the Annual Return and to complete the Annual Governance Statement.

b) To receive a report from the Internal Auditor on the financial year 2014/2015.

c) To consider a payment of £200.00 for St Georges Day Parade

d) To receive remuneration details from Amber Valley Borough Council

e) To receive an update on AVBC to ATC – Lease of Alfreton House

f) To consider a response to DUWC Charitable Status

g) To receive and approve the Cleaner Contract (DCC) 2015/2016

h) To agree a future meeting date to review the following documents:

1. Derbyshire Pension Fund
2. Financial Regulations
3. Standing Orders
4. Health and Safety Policy and Rules
5. Insurance
6. Risk Assessments

28. To authorise the signing of orders for payment.

To accept regular payments throughout the year to the following:

BUDGET	REASON/PAYEE
Personnel	Staff salaries HMRC – Tax and NI DCC – Pensions GMB – Union fees
Environment	Shelter Maintenance - cleaning EON – unmetered supply JRB enterprises – dog bags Belmont Mower – repairs 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
Admin	Sterling Business Group- photocopier AOL –email British Telecom – phone Viking and Key – stationery
Allotments	Vernon Skip Hire