



ASHBOURNE TOWN COUNCIL
Town Hall, ASHBOURNE, Derbyshire, DE6 1ES
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2nd October 2018

To: The Mayor, Deputy Mayor and Members of Ashbourne Town Council

Dear Councillor,

You are summoned to attend the meeting of the Finance, Town Hall & HR Committee of Ashbourne Town Council to be held at **7:00pm on Monday 8th October 2018** in the Council Chamber, Ashbourne Town Hall.

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet (if appropriate). These will be available in the Committee Room.

Yours sincerely

Carole Dean
Town Clerk

1) Consideration of apologies for absence

2) Declaration of Members Interests

Please Note:- To enable Members to declare the existence and nature of any Disclosable Pecuniary Interest 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.

3) To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest

4) Public Questions and Comments – (3 Minutes per speaker a maximum 15 Minutes in total)

- a) A period of not more than fifteen minutes will be made available for members of the public and Members of the Council to comment on matters relating to items on the Agenda.
- b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.

5) Variation of order of business

6) Co-option to fill the Parkside Ward Vacancy

- a) Councillor to sign the Declaration of Office of Acceptance

7) Town Hall - Fascia

- a) Cllr N Harris to give an update on the project
- b) Members to consider the quotations for the roofing works (emailed out)

- 8) **Finance**
 - a) Bank Balances
 - b) Chair to agree and sign off bank reconciliations
 - c) Two signatories to sign off the RBS Business Quick Deposit Registration Form
- 9) **Past and current Mayor to sign off Mayor's Charity Account**
- 10) **Town Hall Report**
 - a) November Booking (attached for information)
 - b) Concerns raised regarding a booking at the Town Hall that was not made known to staff
- 11) **To consider the Risk Assessment for the Lone Working Policy** (emailed out)
- 12) **CLlr Mrs Spencer – Update re Fire Safety including additional measures and risk assessment** (emailed out)
- 13) **Update re Applications for Funding received for 2019**
- 14) **Clerk – Conclusion of the Audit Report 2017/18** (emailed out)
- 15) **Receipt of Budget Planner 19/20 to be completed and returned to the Clerk by 2/11/18** (attached)
- 16) **Update re Market Place Christmas Tree moving**
- 17) **Consideration of the review of the key holders**
 - b) To consider a centralised key storage system (emailed out)
 - c) To consider purchasing a high security lock safe
- 18) **To sign the Minutes of the Finance Committee meetings held on 9 July and 13 August 2018**

November 2018

November 2018							December 2018						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
29 Oct 13:00 Ballet (Ballroom) 18:00 Yoga (Main Hall) 20:00 DANCE CLASS (BALLROOM)	30 09:30 Yoga (Main Hall) 18:00 Zumba (BALLROOM) 19:15 LINE DANCING (BALLROOM)	31 18:30 Drama Club (Main Hall) 19:00 Badminton (Ballroom) 20:00 Bingo (Main Hall)	1 Nov 18:30 Yoga (Main Hall) 19:00 Badminton (Ballroom) 19:30 TALKING 20:00 BADMINTON	2 10:00 BADMINTON (BALLROOM) 18:30 Fencing (Ballroom)	3 10:00 Craft Fair (Main Hall)	4 10:00 Yoga (Main Hall) 19:30 Bingo (Main Hall)
5 13:00 Ballet (Ballroom) 18:00 Yoga (Main Hall) 20:00 DANCE CLASS (BALLROOM)	6 09:30 Yoga (Main Hall) 18:00 Zumba (BALLROOM) 19:15 LINE DANCING (BALLROOM)	7 18:30 Drama Club (Main Hall) 19:00 Badminton (Ballroom) 20:00 Bingo (Main Hall)	8 18:30 Yoga (Main Hall) 19:00 Badminton (Ballroom) 19:30 TALKING 20:00 BADMINTON	9 10:00 BADMINTON (BALLROOM) 18:30 Fencing (Ballroom)	10 10:00 Craft Fair (Main Hall) 18:00 Paranormal Night (All Rooms) 19:30 Bingo (Main Hall)	11 00:00 Paranormal Night (All Rooms) 19:30 Bingo (Main Hall)
12 13:00 Ballet (Ballroom) 18:00 Yoga (Main Hall) 20:00 DANCE CLASS (BALLROOM)	13 09:30 Yoga (Main Hall) 18:00 Zumba (BALLROOM) 19:15 LINE DANCING (BALLROOM)	14 14:00 Fine Arts (BR & MA) 18:30 Drama Club (Main Hall) 19:00 Badminton (Ballroom) 20:00 Bingo (Main Hall)	15 18:30 Yoga (Main Hall) 19:00 Badminton (Ballroom) 19:30 TALKING 20:00 BADMINTON	16 10:00 Rug Sale (Main Hall) 10:00 BADMINTON (BALLROOM) 18:30 Fencing (Ballroom)	17 10:00 Rug Sale (Main Hall) 18:45 Paranormal Night (All Rooms) 19:30 Bingo (Main Hall)	18 00:00 Paranormal Night (All Rooms) 19:30 Bingo (Main Hall)
19 13:00 Ballet (Ballroom) 18:00 Yoga (Main Hall) 20:00 DANCE CLASS (BALLROOM)	20 09:30 Yoga (Main Hall) 14:00 Bamfords (Main Hall) 18:00 Zumba (BALLROOM) 19:00 Women's Health (BALLROOM) 19:15 LINE DANCING (BALLROOM)	21 18:30 Drama Club (Main Hall) 19:00 Badminton (Ballroom) 20:00 Bingo (Main Hall)	22 18:30 Yoga (Main Hall) 19:00 Badminton (Ballroom) 19:30 TALKING 20:00 BADMINTON	23 10:00 BADMINTON (BALLROOM) 18:30 Fencing (Ballroom)	24 09:00 Switch On (Ballroom & MA) 10:00 Craft Fair (Main Hall) 13:00 Switch On Act Rest Room (Chamber)	25 19:30 Bingo (Main Hall)
26 13:00 Ballet (Ballroom) 18:00 Yoga (Main Hall) 20:00 DANCE CLASS (BALLROOM)	27 09:30 Yoga (Main Hall) 18:00 Zumba (BALLROOM) 19:15 LINE DANCING (BALLROOM)	28 18:30 Drama Club (Main Hall) 19:00 Badminton (Ballroom) 20:00 Bingo (Main Hall)	29 14:00 Singers Group (Main Hall) 18:30 Yoga (Main Hall) 19:00 Badminton (Ballroom) 19:30 TALKING 20:00 BADMINTON	30 10:00 BADMINTON (BALLROOM) 18:30 Fencing (Ballroom)	1 Dec	2