



ASHBOURNE TOWN COUNCIL
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28th March 2023

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 **8.15pm** on **Monday 3 April 2023** in the Council Chamber, Town Hall, Ashbourne. 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 Council Chamber.

Yours sincerely

Carole Dean
Town Clerk

- 1) Consideration of apologies for absence**
- 2) Variation of order of business**
- 3) Declaration of Members Interests**

This is 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.

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

- 5) 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 any matters.
- 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.

- 6) Finance**

- a) Bank Balances

- 7) Historical Centre**

a) Clerk to give an update on the 'cost' to employ a second person in the Historical Centre for a position of 10 hours per week and to cover staff annual leave; including NI and Pension contribution.

b) Members to consider and agree whether to open the Historical Centre on Friday 7th April and Monday 10th April (Easter weekend). Members to note that if the Historical Centre is open staff will accrue additional hours. Members to agree whether any additional hours are to be paid or time

off in lieu (TOIL) Member to agree when any TOIL can be taken.

c) Members to consider and agree whether to open the Historical Centre on Saturday 6th May (2023) the King's Coronation.

d) Members to consider and agree whether to open the Historical Centre the following Bank Holiday's Monday 1st May; Monday 8th May; Monday 29th May and Monday 28th August. Members to note that if the Historical Centre is open staff will accrue additional hours. Members to agree whether any additional hours are to be paid or time off in lieu (TOIL). Member to agree when any TOIL can be taken.

8) Members to consider whether to purchase T-Shirts for Councillors and/or staff for the Coronation Event (quotations to be given at the meeting)