



To: Members of Uttoxeter Town Council's Finance and General Purposes Committee

Dear Councillor,

NOTICE IS HEREBY GIVEN that a virtual meeting of the Town Council's **Finance and General Purposes Committee** will be held by Zoom (on line platform (<https://zoom.us/>)), commencing at **5.00 pm on Tuesday, 26 January 2021** as in accordance with NALC L01-20 Regulation 5(2) of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (which came into force on 4 April 2020 and apply to meetings taking place before 7 May 2021 (<http://www.legislation.gov.uk/ukxi/2020/392/part/2/made>)) and Members are hereby summoned to attend for the purposes of transacting the following business.

The meeting will be open to the public and the press (Zoom link below as advertised on Council's Website) unless the Council otherwise directs as in accordance with Public Bodies (Admission to Meetings) Act 1960.

Please join the meeting via <https://zoom.us/join> - The Zoom Meeting ID is 958 7376 3270. Members and Residents without computer access can participate within the meeting by telephoning 0131 460 1196 and by entering the Meeting ID.

Signed .....T L Jeffery.....

T L Jeffery  
Town Clerk

20 January 2021

To: Councillors S McGarry (Chair), C Sylvester (Vice-Chair), M Crutchley, D Goodfellow, P Hudson, Z Krupski, C Green (ex-officio).

Copy to: T Crutchley, J Fitchett, H Headech, K Hudson, P Lancaster, K Smith, L Sylvester, M A Trenery, M Williams.

## AGENDA

### 1. **CHAIR'S WELCOME**

The Chair to provide a brief on the fire procedure, provisions of the Filming of Meetings as in accordance with "The Openness of Local Government Bodies Regulations 2014" and the use of mobile phones during the meeting.

### 2. **APOLOGIES FOR ABSENCE**

(a) To report receipt of approved apologies for absence.

(b) To minute the names of Councillors who are absent and apologies have not been received.

### 3. **PUBLIC PARTICIPATION**

In accordance with Standing Order 3(e-g), the meeting be adjourned for up to 15 minutes to allow for public participation where members of the public may make representations, answer questions and give evidence at a meeting which they were entitled to attend in respect of the business on the Agenda.

The period of time designated for public participation at a meeting as in accordance with standing order 3(e) shall not exceed (3) minutes unless directed by the Chair of the meeting. It was noted that Members of the public may not take part in the Council meeting itself.

4. **DECLARATIONS OF INTEREST**

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.

5. **DRAFT PROCUREMENT POLICY**

Committee is asked to give consideration to the Draft Procurement Policy as provided by Councillor Fitchett, prior to it being considered/adopted by Council. See Appendix A.

6. **ROYAL BANK OF SCOTLAND - UTC BANK ACCOUNTS INCLUDING BUSINESS BANKING SWITCH SCHEME**

*As recommended by Committee at its meeting held on 22 December 2020 that the Chair of F&GP and the Clerk be tasked with:*

- (i) Obtaining the current offers for the Banking Switch.*
- (ii) Obtain details for Deposit Accounts.*
- (iii) Provide Committee with a spreadsheet of the accounts (current and proposed) including interest rates for consideration by Committee at its next meeting.*

To give consideration to the latest Banking Switch offers available. See Appendix B.

Committee is advised that due to timescales of meetings, work pressures and current guidance, the Chair of F&GP and the Clerk have been unable to carry out (ii)-(iii) as above. The Chair to report.

7. **BT CONTRACTS – TELEPHONE AND BROADBAND UPDATE**

*As recommended by Committee at its meeting held on 22 December 2020 that the Chair of F&GP and the Clerk be tasked with:*

- (i) No action be taken and no new Contract be entered into.*
- (ii) The Clerk liaise with Councillor C Sylvester to seek alternative quotations for all provisions for the Council's services including coverage throughout the Town Hall.*
- (iii) The Chair and the Clerk provide Committee with comparisons for services for consideration by Committee at its next meeting.*

- (a) To report that BT are currently reviewing all the Council's Contracts to ascertain if they can provide Council with any savings on its current provisions.
- (b) A response is awaited from Council C Sylvester with respect to seeking alternative quotations for all provisions for the Council's services including coverage throughout the Town Hall.

8. **COMMITTEE IN PRIVATE – PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Pursuant to Section 1(2) of the above Act it is requested that the public and press are not present due to the confidential nature of the business to be transacted and are asked to withdraw.

9. **VENTILATION WORKS TO THE TOWN HALL BASEMENT/CELLAR AREA**

10. **KIOSK (CONDUIT) WORKS**

11. **TOWN HALL INTRUDER ALARM SYSTEM**

12. **NEW EARMARKED FUNDS**