



## Kimberley Town Council

Parish Hall  
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14<sup>th</sup> March 2024

Dear Councillor

You are hereby summoned to attend a meeting of the **Full Council** to be held on **Thursday 21<sup>st</sup> March 2024** in the Committee Room, Parish Hall, Newdigate Street, Kimberley, at **7.00pm**. Members of the public and the press are entitled to attend this meeting as observers.

An agenda is set out below.

Yours faithfully

*J Darbyshire*

Town Clerk

### **AGENDA**

TC/24/684 **Apologies for Absence**

TC/24/685 **Declarations of Interest**

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda.

TC/24/686 **Minutes of Full Council**

The minutes of the Full Council meeting Thursday 22<sup>nd</sup> February 2024 attached.

TC/24/687 **Report from the Police**

Update by the Police on crime and anti-social behaviour in Kimberley, and ongoing police activities.

TC/24/688 **Public Question Time**

TC/24/689 **Report from County Councillor**

TC/24/690 **Reports from Borough Councillors**

TC/24/691 **Levelling Up Fund Update**

Update from the Working Group on Levelling Up Fund progress.

- TC/24/692 **Committee Updates**  
Events meeting Thursday 29<sup>th</sup> February 2024.  
Estates and Environment meeting Thursday 7<sup>th</sup> March 2024.  
Proposal from the Events Committee to fly the D-Day 80th Anniversary Flag of Peace from 9.00am 6<sup>th</sup> June until 25<sup>th</sup> June (Armed Forces Day).
- TC/24/693 **Community Governance Review**  
Update from Cllr S Boneham and Cllr J Dymond on Kimberley Town Council's response to Broxtowe Borough Council's boundary change options.
- TC/24/694 **Kimberley Leisure Centre**  
Update from the Borough Councillors on the future of Kimberley Leisure Centre.
- TC/24/695 **Grant Applications**  
Application from Kimberley Miners Recreation Ground Trust for a grant of £500 (from the 2023/2024 budget). This is required to establish a bank account for the Trust with Unity Trust Bank. Application attached.  
Application from Kimberley Miners Recreation Ground Trust for a grant/donation of £10,000 (from the 2024/2025 budget) towards running costs for 2024/2025 financial year. Application attached.  
Application from Kimberley Institute Cricket Club for a grant of £4,000 towards two new mowers. Application attached.
- TC/24/696 **Playday Contribution**  
This can't be a grant due to the VAT implication. RFO to propose this is taken from next year's budget as an unbudgeted item under a new heading of Playdays.
- TC/24/697 **Month End Finance Reports**  
a) Income and Expenditure Report  
b) Balance Sheet  
c) Actual payments February
- TC/24/698 **Accounts for Payment**  
Payment schedule, attached. To approve.
- TC/24/699 **Final External Auditor Report**  
To review and note attached report.
- TC/24/700 **Bank Signatories**  
Review and approve existing bank signatories. Currently J Robertson (RFO), J Darbyshire (Town Clerk), Cllrs S Boneham, N Doherty, T Mason and T Rood.
- TC/24/701 **Direct Debits**  
To review and approve current direct debits, attached.
- TC/24/702 **Internal Auditor**  
Propose Internal Auditor, Sabrina Doherty. Letter of engagement attached.

- TC/24/703 **Nat West Bank**  
Still chasing the dormant account. An official complaint has been lodged by the RFO for the length of time it's taking to resolve.
- TC/24/704 **Ridewise**  
Request for financial support for Ridewise scheme.
- TC/24/705 **Policies and Procedures**  
Proposal to approve and adopt the following policies and procedures: Employee Handbook, Equality and Diversity Policy, Freedom of Information Publication Scheme Charges, Office Etiquette and Statement of Internal Control. Attached.  
Review of existing Policies and Procedures: Code of Conduct, Complaints Procedure, Computers and Technology, Co-option Policy, Dignity at Work Policy, GDPR Risk Assessment, General Data Protection Awareness Checklist for Councillors and Financial Risk Assessment. Attached.  
All Policies need to be reviewed annually.
- TC/24/706 **Terms of Reference**  
Review of Terms of Reference for Estates and Environment committee, Events committee, Finance committee and HR committee. Attached.  
All Terms of Reference need to be reviewed annually.
- TC/24/707 **Roadworks**  
To propose Kimberley Town Council writes to Cadent expressing our displeasure at the constant "urgent" gas leak roadworks in Kimberley. Also request that Cadent compensate all businesses affected by the shambolic execution of these works.
- TC/24/708 **Kimberley Jam**  
Proposal to send a letter of official support from Kimberley Town Council to Broxtowe Borough Council regarding the Kimberley Jam. Letter to be drafted by Chair of Events and the Clerk, to outline Kimberley Town Council's support for the event in the proposed format as described by the attached statement.
- TC/24/709 **Planning Applications**  
Attached.
- TC/24/710 **Dates of Next Meetings**  
Events - Thursday 4<sup>th</sup> April 2024  
Estates and Environment - Thursday 11<sup>th</sup> 2024  
Full Council - Thursday 25<sup>th</sup> April 2024
- TC/24/711 **Exclusion of Public and Press**  
**RESOLVED** that, under Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information.  
**No Excluded Items**