



**Administration Finance and Staffing Meeting
Agenda**

Administration Finance and Staffing Committee Meeting of the Settle Town Council to be held in the Council's offices, Settle Town Hall on Wednesday 30th January 2017 at 7.00pm. The public and press are invited and Parishioner Participation will be at 7.00pm. Parishioners' comments will be taken before the meeting commences but the time will be restricted to 15 minutes or longer at the Chairman's discretion. **Press and public will be exclude from agenda item 6**

1. Apologies To receive and record apologies.

2. Code of Conduct - Localism Act 2011 - to record any Councillor's Disclosable Pecuniary Interest (DPI) in relation to items on this agenda, to consider any dispensations or changes in member's register of interests.

3. Financial implications for the proposed budget

- a) To approve an increase in Cemetery Charges from £238 to £286 for 2017-18
- b) To approve the handyman duties to include grass cutting and the subsequent increase in hours.
- c) To agree the purchase of a lawn mower at approx. cost of £400-500 and Metal Shed to store the mower £200-£300.
- d) To approve the purchase of a tablet to record play area inspections, bench inventory, allotment and other property and asset inspections to improve the Council's asset management and programme of maintenance.
- e) To approve extra administration hours for the Market Superintendent to assist the Clerk with the document archive and disposal approx. 2 days at cost of £250
- f) To approve the employers pension contribution for 2017-18
- g) To approve the (not authorised) snow ploughing/gritting invoice submitted for Friday 13th January 2017

4. To agree the draft budget for 2017-18 and draft precept figure for 2017-18

5. To approve press and public be excluded from the following agenda item

6. To approve deduction to clerks salary over a period of months.

7. Request from Mark Rand for permission to display the Yellow SETTLE letters on the Water Tower for the arrival of the Special Train 31st March 2017.

8. To receive correspondence requiring a formal response.

9. To receive items of information from the Clerk or Councillors and future agenda items

signed

R A Hill 24th January 2017

Clerk Settle Town Council

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