



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

Dear Councillor,

NOTICE IS HEREBY GIVEN that a meeting of the Town Council's **Finance and General Purposes Committee** will be held in the Alan Dean Suite, Utttoxeter Town Hall commencing at **5.30pm on Tuesday, 23 June 2026** 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 unless the Council otherwise directs as in accordance with Public Bodies (Admission to Meetings) Act 1960.

Any members of the public wishing to attend the meeting are encouraged to contact the Clerk 24 hours prior to the meeting to register their attendance within the meeting room for either addressing Council under Public Participation or wishing to attend within the public gallery.

SignedT L Jeffery.....

T L Jeffery
Town Clerk

17 June 2026

To: Councillors R Hawkins (Chair), D Holland (Vice-Chair), T Ashby, D Boot, J Glandfield, B Houlihan, C Sylvester, Z Krupski (ex-officio), A Mansfield (ex-officio)

Copy to: A Johnstone, P Krupski, C Lancaster, A Noyes, S Page, L Sylvester, C Wain

AGENDA

1. CHAIR'S WELCOME

The Chair to provide a welcome to the Meeting and a brief on the provisions of the Filming of Meetings as in accordance with "The Openness of Local Government Bodies Regulations 2014", a reminder that the Council has Signed up to the Civility and Respect Pledge, the use of mobile phones during the meeting and the evacuation procedure in the event of a fire.

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-h), 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. **TOWN HALL – REPAIRS AND MAINTENANCE**

Committee is advised that during a recent storm, it was brought to Councils' attention that the guttering located upon the Town Hall (Carters Square side) has blocked guttering and as advised by Council's Architect, is in need of some remedial/exploratory works.

Committee is asked to consider the following quotation in the sum of £699 plus vat for the hire of a Hinowa narrow track machine for 1 Day (£350) plus delivery/collection (£100) plus diesel (£25) plus up to 4 hours for a Qualified Operator to be in attendance (£224). Committee instruction is sought.

Council is advised that:

- Greenheart Construction Ltd would carry out the necessary works who would be on site week commencing 20 July 2026 to progress the works to the side alley/roof works as confirmed by Council's Architect.
- The Clerk is liaising Evolve regarding permission for the works to be carried out via Carters Square.

6. **TOWN HALL GAS CONTRACT PROVISION FROM 1 JANUARY 2027**

To report that the Chair of F&GP and the Clerk are currently reviewing the Council's gas contract provision costings commencing from 1 January 2027, associated costings as incorporated within the Precept for 2026-27.

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

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

8. **WIDGIT SYMBOLS FOR INCLUSION AND ACCESSIBILITY WITHIN UTTOXETER TOWN HALL**

9. **GROUNDS MAINTENANCE CONTRACTS 2027-2030**

10. **GRAVE DIGGING CONTRACT 2027-2030**

11. **FORMER, FORMER DPS STOCK INVENTORY UPDATE**