



WIRKSWORTH TOWN COUNCIL

TOWN HALL, WIRKSWORTH, DERBYSHIRE DE4 4EU

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Clerk to the Town Council & Responsible Financial Officer:

Paul Jennings BEng (Hons), Cert ICM

Office hours: 8:30am-12:30pm Mon-Thurs

03 October 2017

Dear Councillor,

You are hereby summonsed to a Meeting of Finance Buildings & Personnel Committee on MONDAY 9 October 2017 at 6.30 p.m. in the Town Hall, Wirksworth.

AGENDA

1. **Apologies for Absence**
2. **Variation of Order of Business:** *Including to consider a resolution under the Public Bodies (Admission to Meetings Act 1960 s1) to exclude members of the press and public in order to discuss an agenda item*
3. **Members' Interests in Agenda Items:** *To enable Members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Town Council's Code of Conduct.*
4. **Open Forum:** (3 minutes per speaker, total available 15 minutes)
 - Public Forum (At the start of the meeting, a period is available for members of the public to address the Council).
 - Cllrs with a pecuniary interest making representations, answering questions or giving evidence relating to the business to be transacted.
5. **To confirm the accuracy of the Minutes of the Meeting of the Finance Buildings & Personnel Committee held on 11 September 2017** (Previously circulated)
6. **Monthly Budget Balance** (attached)
7. **Recommendations from Environment and Town Committee held on 2 October 2017**
8. **Quarterly Balance Sheet & Bank Reconciliation** (to be circulated at the meeting)
Cllr (not Chair - Fin Rgs 2.2) to initial to confirm the bank statement and bank reconciliation
9. **Budget 2018/19** (to be circulated at meeting)
To consider any potential expenditure (with FB&P responsibility) which needs to be included in the budget process.
10. **Request for concessionary meeting space from Wirksworth Transition Community Land Trust** (attached)
Application under concessionary let policy to provide a meeting room(s).
11. **Request for Financial Support in 2018 - Twinning** (attached)
Wirksworth Twinning Association will be hosting in 2018 and are seeking support (£500) to assist with the costs of holding a civic reception (for inclusion in 2018/19 budget.)
12. **Request for a block booking – Wirksworth Community Theatre** (attached)
Current policy provides for 3 annual events which disrupt regular booking. To comply with point 1 in policy (and protect revenue from regular bookings), block bookings have not been accepted which extend beyond 3 days (Friday-Sunday).
13. **Buildings Insurance** (attached)
Revaluation of buildings now completed and current insurance values (rebuild costs) need to be increased at a cost of £ 543.31.
14. **Request for to use Memorial Hall Car Park** (attached)
To use the car park during weekends in the lead up to Christmas for a charity plant stall.

- 15. Building Survey by Action on Hearing Loss** (attached)
To consider the recommendations and actions following survey of loop in Council Chamber and assessment of Main Hall & Club Room.
- 16. Training to use Scaffold Tower** (Cllr Taylor)
To consider training for councillors and room users to provide certification (PASMA) to allow greater use of the equipment.
- 17. Request to hang art in Town Hall** (Cllr Taylor)
To display a butterfly created at Community Celebration in the atrium.
- 18. Registry for Weddings** (Cllr Taylor)
To consider whether to become an accredited location for wedding services.
- 19. Clerks Time Sheet**
July – September 2017, to be signed by the Chair.



Paul Jennings
Clerk to the Town Council & Responsible Financial Officer