



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

04 October 2016

Dear Councillor,

You are hereby summonsed to a Meeting of Finance Buildings & Personnel Committee on MONDAY 10 October 2016 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' Interest 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 12 September 2016** (Previously circulated)
6. **Quarterly Balance Sheet & Bank Reconciliation** (to be circulated at meeting)
Chair to initial to confirm the bank statement and bank reconciliation
7. **Monthly Budget Balance** (to be circulated at meeting)
8. **Recommendations from Environment and Town Committee held on 3 October**
9. **Request for Meeting Facilities for Town Hall Events** (previously circulated)
Application under concessionary let policy to provide a meeting room(s).
10. **Request for Grant (£594) Funding for Service Natural Care** (previously circulated)
11. **Budget 2017/18**
To begin process of review and assessment.
12. **List of Regular Suppliers/Payments** (attached)
List must be confirmed every 18 months (Fin Reg 5.6)
13. **Chairs in Main Hall** (Cllr Taylor)
14. **PA Installation in Main Hall**
Guidance on whether room users can be allowed to demount/change the permanently installed PA System.
15. **Energy Certificates for Public Buildings** (Govt briefing paper attached)
All public buildings must display an energy certificate.
16. **Recommendations from WTCAG regarding increasing accessibility of buildings** (attached)
17. **Christmas Tree Festival** (attached)
St Mary's Church are holding a Christmas Tree Festival and are seeking donations/financial support.
18. **Clerks Time sheet**
July – September 2016, to be signed by the Chair.

Paul Jennings

Clerk to the Town Council & Responsible Financial Officer