



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

05 April 2016

Dear Councillor,

You are hereby summonsed to a Meeting of Finance Buildings & Personnel Committee on MONDAY 11 April 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' 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 14 March 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** (attached)
8. **Request for Storage Facilities** – Wirksworth Parade/Carnival
To store the banners, collection tins and bunting.
9. **Resurfacing at Stoney Wood** (Cllr Pollock)
Stoney Wood Group have recommended that works be undertaken to address the slip hazard near entrance.
10. **Town Guide & Leaflet**
To approve draft prepared by NOW and confirm release of £1000 towards publication costs.
11. **Establish ownership of Church Walk**
As part of the discussions regarding the bins, we have been asked to establish ownership of Church Walk
12. **Replacement Down Lighters for Club Room**
3 of the 4 main lights have intermittent failures, replacements are approx. £100 + installation.
13. **Freedom of Information and Data Protection**
To upgrade existing procedures to increase compliance following guidance from DALC.
14. **Clerks Time sheet**
January– March 2016, to be signed by the Chair

Paul Jennings

Clerk to the Town Council & Responsible Financial Officer