



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 July 2016

Dear Councillor,

You are hereby summonsed to a Meeting of Finance Buildings & Personnel Committee on MONDAY 11 July 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 13 June 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** (Enclosed)
8. **Recommendations from Environment and Town Committee held on 4 July 2016**
9. **Request for Grant (£594) Funding for Service Natural Care** (Enclosed)
10. **Request for Grant (£400) Funding for Wirksworth Heritage Interpretation Project** (Enclosed)
11. **CCTV Monitoring Equipment**
Relocation of base unit to Town Hall
12. **PAT Test Training**
2 staff to attend training provided by Rural Action Derbyshire at a cost £95 per person.
13. **Caretaking Resource** (Enclosed)
Increased usage of the Town Hall/Memorial Hall especially at weekends now often requires two caretakers to turnaround rooms between bookings which is not covered by existing contracts.
14. **Clerks Time sheet**
April – June 2016, to be signed by the Chair.

A handwritten signature in black ink, appearing to be 'Paul Jennings'.

Paul Jennings

Clerk to the Town Council & Responsible Financial Officer