



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

13 September 2016

Dear Councillor,

You are hereby summonsed to the Meeting of Wirksworth Town Council on MONDAY 19 September 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)*
 - Police Matters *(A police representative may be in attendance to offer information or respond to questions from Councillors on Police matters)*
 - Cllrs with a pecuniary interest making representations, answering questions or giving evidence relating to the business to be transacted
 - District & County Councillor Reports
5. **To confirm the accuracy of the Minutes of the Meeting of the Wirksworth Town Council held on 18th July 2016** (attached)
6. **Town Mayor's Announcements**
7. **To receive the recommendations contained in Minutes of Committees:-**
 - Environment & Town dated 5 September 2016 (attached)
 - Finance, Buildings & Personnel dated 12 September 2016 (attached)
8. **Accounts Paid** – July 2016, in the sum of £17617.59 , August 2016, in the sum of £18058.54
9. **Action taken during Recess using Delegated Powers** (Appendix 1)
Open and accountable local government Aug 2014 specified that any decisions taken using delegated powers should be recorded.
10. **Financial Regulations** – to adopt recommended amendments from NALC
11. **Resignation of Cllr J Williams, Bolehill Ward**
12. **London Plan Tree and Garden adjacent to Memorial Hall**
Referred by E&T Committee for discussion and decision by full Council.
13. **Allotments** (Cllr Pollock and Gratton) - Update on progress to identify suitable location
14. **Meadows** (Cllr Pollock, Clamp and Gratton)
Update following discussions with representative of the Land Owner
15. **Fairtrade**
To consider how to progress request for support from Fairtrade Group (deferred from July)
16. **Communications Policy** (draft attached) - Referred from July
17. **Natwest ATM** – update on progress
18. **Town Councillor Representative Reports**
19. **Information**

Correspondence Received, Emails sent to Councillors, Enquiries via WTC Website and Documents to be tabled at meeting

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Information:

i) Correspondence:

- 04/08/16 Wirksworth Leisure Centre – Cllr L Rose
- 08/08/16 Wirksworth Leisure Centre Community Group and the Sports Group – J Thompson
- 08/08/16 NHS Better Care closer to Home Consultation – North Derbyshire CCG
- 09/08/16 Help Keep Derbyshire Together – DCC
- 22/08/16 Broadband – DDDC
- 30/08/16 Better care Closer To Home Public Consultation – Matlock Hospitals League of Friends
- 30/08/16 Our help to your residents, Derbyshire Dales Impact Report 2016 - Citizens Advice Derbyshire Districts
- 05/09/16 Donations from Charities Plant Stalls – P Slack

ii) Enquiries from Website

- 12/09/16 Complaint re parking during Festival - H Andrews

ii) To be tabled at meeting:

a. DALC Circulars:

Circular 14-2016 : Appointment of new CO for DALC, Change of Venue for Annual Executive Meeting & AGM - Chatsworth, Training & Events, NALC Smaller Councils Survey, Information Commissioner's Tool Kit

Appendix 1
Delegated Decisions

Date	Decision Taken	Alternative Options Considered and/or background information
19/07/16	<p>An issue with the glass shelves installed in the club room – they are “drooping” and if room users place glasses on them, they will slide off. Quote received to fit supports (of oak in keeping with other wood fittings used in Town Hall) of £250.</p> <p>In addition, whilst on site, use the opportunity to get MDF shelving fitted to the bar store at a cost of £235.</p>	<p>The reason for requesting agreement to undertake the works before September is:- to address a potential safety issue, to allow access during the quieter period summer period and also to ensure the works are complete before Festival. The second works can be combined to reduce costs and would allow us to get the store painted (once works complete) by the caretakers.</p>
28/07/16	<p>To engage John Booth at a cost of £925 +vat.</p> <p>The survey to cover the following sites:</p> <ul style="list-style-type: none"> • Stoney Wood • Wash Green Play Area • Memorial Gardens x 2 • Kingsfield • Town Hall Garden <p>Funds to be taken from unallocated.</p>	<p>The clerk was tasked with arranging a survey of the trees on all TC property, but no specific budget was allocated to this task.</p> <p>The suggested arboroculturist (Dave Frost from Peak Park) has not responded after 6 weeks of messages. The clerk received a quote from John Booth (who Rodney H recommended for the Plane Tree) of £925 +vat.</p>
28/07/16	<ol style="list-style-type: none"> 1. Placing the offices at the Memorial Hall on the market with Grant’s at the agreed fee. 2. Potters to be engaged to prepare leases 3. The clerk to approach an IT company for a quote regarding possibility of wifi/network for the Memorial Hall (internet access/ phones). 4. Parking will not be allocated to each room user. 	<p>Following notice from previous tenants (Surestart), the Memorial Hall lease will end on 31/08/16. Waiting to refer this to FBP, will delay re-letting the building by 2 months. Grants were previously used for the letting of the clock tower office, Potters have been used for all leases. The issue of parking may impact the potential rental values.</p>
10/08/16	<p>To seek agreement from DDDC on the basis dead, dying, dangerous category to undertake works to Beech To employ an arboroculturist to urgently undertake the works (whilst on site to also remove Field Maple, although this does not pose any immediate safety issue)</p>	<p>The Clerk received the tree report from J Booth. On Kingsfield Play Area, 2 trees identified as requiring attention.</p> <ul style="list-style-type: none"> • Field Maple : Dying - Remove • Beech : Weak Fork @ 3m, Crown thin by 15% and install flexible brace. <p>As the issue with the Beech has a potential safety implication, it was not feel appropriate to wait until September.</p>