



# WIRKSWORTH TOWN COUNCIL

TOWN HALL, WIRKSWORTH, DERBYSHIRE DE4 4EU

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Website: [www.wirksworthtowncouncil.gov.uk](http://www.wirksworthtowncouncil.gov.uk)

Clerk to the Town Council & Responsible Financial Officer:

Paul Jennings BEng (Hons), Cert ICM

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

13 December 2016

Dear Councillor,

You are hereby summonsed to the Meeting of Wirksworth Town Council on MONDAY 19 December 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 21<sup>th</sup> November 2016** (attached)
6. **Town Mayor's Announcements**
7. **To receive the recommendations contained in Minutes of Committees:-**
  - Environment & Town dated 5 December 2016 (attached)
  - Finance, Buildings & Personnel dated 12 December 2016 (attached)
8. **Accounts Paid** – November 2016, in the sum of £9037.87.
9. **Action taken using Delegated Powers** : Open and accountable local government Aug 2014 specified that any decisions taken using delegated powers should be recorded. (Appendix 1)
10. **Communication Policy** (attached)  
*Revised policy for approval*
11. **Recognition by Local Groups of WTC Support** (attached)  
*Recent Community Fayre demonstrated many groups are not acknowledging WTC Support*
12. **Priorities of the Council** (attached)  
*To discuss results of prioritisation exercise to determine priorities including potential impact on precept for 2017/18*
13. **Standing Orders – Public Participation**  
*To determine the Councils approach to meeting protocol and treatment of contributors during open forum following DALC training.*
14. **Swimming Pool**  
*Request for financial assistance*
15. **Town Councillor Representative Reports**
16. **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:

- 28/11/16 Draft Programme for the Wirksworth Christmas Tree Lighting Up Ceremony - Rotary
- 29/11/16 Dales Housing Wirksworth area Walkabout
- 05/12/16 Wirksworth Arts Festival changes to a Charity

ii) To be tabled at meeting:

a. DALC Circulars:

Circular 18 2016: Internal Audit - HR Employment future for Town & Parish Councils - Stoney Middleton PC Survey

**Appendix 1**  
**Delegated Decisions**

Date	Decision Taken	Alternative Options Considered and/or background information
19/11/16	To provide a discount of approx. 25% (£80) to costs of a room booking.	<p>The Clerk received a phone call from the caretaker at approx. 4:30pm on Saturday 19/11/16. The room booking specified full use of the kitchen, but neither the room user nor caretaker could disengage the gas safe system (which prevented gas oven from operating). On discussion with room user, the clerk offered to discount the bill to provide a contribution/cover the costs of the room user making alternative catering arrangements.</p> <p>Alternatives considered: The system involves both electrical and gas systems, a call out of either a plumber or electrician would not have guaranteed fixing the issue, nor would any potential fix be undertaken in sufficient time to allow the use of the kitchen.</p> <p>The Town Council's electrician attended site 4 days later and confirmed that the fault was caused by a failed fan controller. The part(s) was ordered and the faulty controller replaced, the system was fully operational again within 10 days. The 2<sup>nd</sup> fan controller was also replaced as a precaution.</p> <p>The electrician also confirmed that the failure could have occurred at anytime, and a check of the system prior to the booking would not have provided any guarantee of the system being operational for the room booking.</p>