

**WIRKSWORTH TOWN COUNCIL – FINANCE, BUILDINGS & PERSONNEL  
COMMITTEE 9 OCTOBER 2017 at 6:30pm**

**FBP047/17 Present:** Cllr A Clamp (Chairman), Cllr F Brown, Cllr I Fisher, Cllr G Gratton, Cllr P Taylor and Cllr C Whittall.

In attendance: 2 members of Public & Paul Jennings (Town Clerk)

**FBP048/17 Apologies:** none

**FBP049/17 Variation of Order of Business:** to take item 11 Request for Financial Support in 2018 – Twinning be taken immediately after open forum

**FBP050/17 Members' Pecuniary Interests in Agenda Items:** None declared

**FBP051/17 Open Forum**

Jim Hickman and Judie Taylor from Twinning Association provided background to the request for support and to seek guidance on when the Twinning Association could present to the Council regarding the Twinning activities and plans.

*Open forum closed 6:45pm*

**FBP052/17 Request for Financial Support in 2018 - Twinning**

Wirksworth Twinning Association will be hosting in 2018 and are seeking support (£500) to assist with the costs of holding a civic reception (for inclusion in 2018/19 budget.)

**RECOMM:** That a grant of £300 be made in 2017/18 (existing budget line 34) subject to receipt of community grant application. That a budget of £200 be recommended for inclusion in the 2018/19 budget. That the Town Council undertake for the Mayor to host a reception in the Town Hall in June 2018.

**FBP053/17 To confirm the accuracy of the Minutes of the Meeting of the Finance Buildings & Personnel Committee held on 11 September 2017**

The minutes of the meeting of the Finance, Buildings & Personnel Committee dated 11 September 2017 were confirmed as a correct record.

**FBP054/17 Monthly Budget Balance**

The clerk provided the monthly budget balance.

**RECOMM:** That £6000 be transferred from unallocated (line 47) to TH Maintenance (line 2) the monthly figures be noted.

**FBP055/17 Recommendations from Environment and Town Committee held on 2 October 2017**

ET052/17 - Christmas Lights

**RECOMM:** That a budget of £1000 be allocated for purchase of additional lights to replace lost/broken equipment and provide small stock for others

businesses wishing to participate in the scheme.

**RECOMM:** That the clerk proceed with the purchased of additional lights (expenditure line 33 Town Promotions)

ET056/17 - Budget 2017/18

To consider any potential expenditure (with E&T responsibility) which needs to be included in the budget process. That three new budget lines be added for new assets being acquired – Church Walk, Griggs Garden & Fanny Shaw Toilet each £1000. Reduce grit bin budget to £2000, retain planter budget at £3000. Consideration to be given to dedicated budget lines for Barmote Croft Toilet.

**RECOMM:** That the recommendations be added to the budget for discussion at full council.

**FBP056/17 Budget 2018/19**

To consider any potential expenditure (with FB&P responsibility) which needs to be included in the budget process.

**RECOMM:** That the budget be drafted highlighting discretionary spend, and potential obligations e.g. Allotments, Toilets etc. That the line 33 be split into separate headings of town promotions and Christmas lights. That initial information be provided in October regarding the potential precept levels.

**FBP057/17 Request for concessionary meeting space from Wirksworth Transition Community Land Trust**

A request for concessionary meeting space for 2017/18.

**RECOMM:** That the grant be made, and that the group be invited to present to full council regarding it progress and future plans.

*Cllr Taylor left 7:25pm returned 7:30pm.*

**FBP058/17 Request for a block booking – Wirksworth Community Theatre**

Current policy provides for 3 annual events which disrupt regular booking. To comply with point 1 in policy (and protect revenue from regular bookings), block bookings have not been accepted which extend beyond 3 days (Friday-Sunday). This prompted an extensive discussion on balancing the needs of regular bookings versus one –off bookings (generally theatre)

**RECOMM:** The clerk revise the existing policy (and present to committee for approval). The new policy to provide for the ability to grant 1 block booking of 10 consecutive days (starting on a Friday) each quarter provided the request provides 12 months notice and is also subject to a test of reasonableness by the Clerk e.g. to avoid a booking at the end of one quarter closely followed by a booking at the start of a second quarter. Block bookings are to make every effort to accommodate regular bookings whilst the rooms is not in direct use i.e. to keep rooms as clear as possible (again subject to negotiation and

agreement by the clerk). The policy to be amended to allow regular bookings to be made upto 12 months in advance. All regular room users to be advised of the change to the booking policy. Given the introduction of the new process, 12 months notice will be waived for Community Theatre should they wish to book in either Q1 or Q2 2018, the clerk to liaise with the group to determine if a suitable date can be found with minimal impact on existing bookings in this period.

*Cllr Gratton left 8:05pm returned 8:10pm.*

**FBP059/17 Buildings Insurance**

Revaluation of buildings now completed and current insurance values (rebuild costs) need to be increased at a cost of £ 543.31.

**RECOMM:** That matter be noted.

**FBP060/17 Request for to use Memorial Hall Car Park**

To use the car park during weekends in the lead up to Christmas for a charity plant stall.

**RECOMM:** That the clerk be delegated to arrange booking, and agree a charge bases on use solely of the carpark (no access to Memorial Hall).

**FBP061/17 Building Survey by Action on Hearing Loss**

To consider the recommendations and actions following survey of loop in Council Chamber and assessment of Main Hall & Club Room.

**RECOMM:** The Clerk investigate a mobile loop which could be used in both Town and Memorial Hall and revert back to committee with comparison of costs.

**FBP062/17 Training to use Scaffold Tower**

To consider training for councillors and room users to provide certification (PASMA) to allow greater use of the equipment.

**RECOMM:** That without the requirement to train staff, and with little demand from Councillors (and little benefit) no action to be taken until circumstances change.

**FBP063/17 Request to hang art in Town Hall**

To display a butterfly created at Community Celebration in the atrium.

**RECOMM:** The exhibit be given to Eco centre for display.

**FBP064/17 Registry for Weddings**

To consider whether to become an accredited location for wedding services

**RECOMM:** That given Haarlem Mill is going to provide this service, and that only 2 enquiries over 3 years received regarding providing this service in the Town Hall, no action to be taken.

**FBP065/17 Clerks Time Sheet**

For period July – September 2017, the clerk had accrued 4 hours of TOIL

**RECOMM:** That the information be noted

*The meeting closed at 8:35 p.m*

.....Chairman