

**WIRKSWORTH TOWN COUNCIL – FINANCE, BUILDINGS & PERSONNEL
COMMITTEE 10 OCTOBER 2016 at 6:30pm**

FBP055/16 Present: Cllr A Clamp (Chairman), Cllr I Fisher, Cllr G Gratton, Cllr A Pollock, Cllr P Taylor and Cllr C Whittall.

In attendance: Paul Jennings (Town Clerk)

FBP056/16 To confirm the accuracy of the Minutes of the Meeting of the Finance Buildings & Personnel Committee held on 12 September 2016

The minutes of the meeting of the Finance, Buildings & Personnel Committee dated 12 September 2016 were confirmed as a correct record.

FBP057/16 Quarterly Balance Sheet & Bank Reconciliation

The 2nd quarter information was circulated.

RECOMM: That the information be noted. The chair confirmed reconciliation to the bank statements.

FBP058/16 Monthly Budget Balance:

The monthly budget balance was circulated for information.

RECOMM: That the monthly figures be noted. That a transfer of £1500 be made from budget heading UA "Unallocated" to 24 "Insurance" in recognition of the increased costs incurred over and above the budgeted amount set in Nov 2015.

FBP059/16 Recommendations from Environment & Town Committee

ET051/16 - Review of Town Centre Planters

RECOMM: That planter budget of £1500 be provided again in 2017/18 with consideration given with the budget process to providing a (and if possible increased). That the clerk prepare a notice to be distributed to local traders and displayed on noticeboards/website regarding the decision and thanking respondents for taking part in the survey.

ET053/16 - Request from TCAG (seating at new Post Office site)

RECOMM: That a budget be provided for the installation of a bench near to Mountford Stores, as an interim measure, a planter with seating installed as part of the planter scheme in 2017 (TC Planters budget to be increased to accommodate this).

FBP060/16 Request for Meeting Facilities for Town Hall Events

The request was deferred from September as the committee members wanted to understand more about the group and their objectives.

RECOMM: That request be agreed, the group have been advised to adopt a constitution and the group offered to provide a year-end financial summary.

FBP061/16 Request for Grant (£594) Funding for Service Natural Care

The request was referred to September meeting to allow the applicants to attend open forum and provide more background to the request.

RECOMM: as item has been an agenda item 3 times, that the request be deferred until the applicants contact the council.

FBP062/16 Budget 2016/17

RECOMM: That the clerk prepare a draft budget using the same format as previous year for discussion in November.

FBP063/16 List of Regular Suppliers/Payments

The list must be approved every 18 months (Fin Regs 5.6)

RECOMM: That list be noted and agreed.

FBP064/16 Chairs in the Main Hall

Cllr Taylor spoke regarding the new chairs, which have been welcomed by room users. The storage trolleys take up space when all chairs are in use and the Cllr felt that they were unsightly and unsuitable.

RECOMM: That on a trial basis the two chair trolleys be removed from the Ante Room and the Club Rooms, and the chair be left set out at all times. Space to be made in the Club Room store and surplus chairs placed in the store when not in use. The clerk to investigate whether there are any other solutions which might address the issue of the chair storage towers in the main hall.

FBP065/16 PA Installation in the Main Hall

During Festival the Clerk gave permission for the PA speakers to be demounted from the rigging to accommodate the reversed room layout (Stage used for tiered audience seating, performers at rear of room).

RECOMM: That further requests be refused given the potential H&S/Insurance implications of 3rd parties remounting the speakers which are suspended from the rigging. Users who wish to use alternative stage layouts to provide separate PA or use existing unaltered set-up.

FBP066/16 Energy Certificates in Public Buildings

RECOMM: That the clerk arrange for the appropriate documentation (upto £800).

FBP067/16 Recommendations from WTCAG regarding increasing accessibility of buildings

RECOMM: That committee welcomed and supported the work undertaken by WTCAG.

FBP068/16 Christmas Tree Festival

RECOMM: That the Town Council sponsor a tree (at a cost of £45) to support this initiative, with funds taken from line 33 the Town Promotions.

FBP069/16 Clerks Time Sheet

For period July – September 2016, the clerk had accrued 6 ½ hours of TOIL

RECOMM: That the information be noted.

The meeting closed at 8:00 p.m

.....Chairman