

**WIRKSWORTH TOWN COUNCIL – FINANCE, BUILDINGS & PERSONNEL  
COMMITTEE 12 FEBRUARY 2018 at 6:30pm**

**FBP097/17 Present:** Cllr C Whittall (Chairman), Cllr F Brown, and Cllr P Taylor

In attendance: Paul Jennings (Town Clerk)

**FBP098/17 Apologies:** Cllr A Clamp, Cllr G Gratton, Cllr I Fisher,

**FBP099/17 Members' Pecuniary Interests in Agenda Items:** None declared

**FBP100/17 To confirm the accuracy of the Minutes of the Meeting of the Finance Buildings & Personnel Committee held on 15 January 2017**

The minutes of the meeting of the Finance, Buildings & Personnel Committee dated 15 January 2018 were confirmed as a correct record.

**FBP101/17 Monthly Budget Balance**

The clerk provided the monthly budget balance.

**RECOMM:** That the monthly figures be noted.

**FBP102/17 Request for concessionary meeting space from Dementia Friendly start up group**

**RECOMM:** That meeting space be provided under the terms of the concessionary meeting space scheme, and that the group provide a report or notes from the meeting to the council. That the group are also encouraged to seek support of surrounding parishes.

**FBP103/17 Petty Cash**

The clerk provided a revised procedure to allow a debit card to be used to draw cash.

**RECOMM:** That procedure be agreed and adopted.

**FBP104/17 Request to use Staging outside Town Hall**

The clerk reported guidance had now been received from insurers regarding the matter and that they had recommended that the practice of letting staging out (of the building) cease.

**RECOMM:** That stage pieces are not be used outside the building (to comply with the insurer's recommendation). The clerk contact the community choir to advise them of the council's decision. That the clerk also seek clarification from the insurers regarding the possibility of using 3<sup>rd</sup> parties to erect/change stage within the town hall and what conditions should be imposed. Once guidance received, Cllr Taylor to arrange a meeting of local groups who use the stage (e.g community theatre, wam bam band, panto, THE etc..) to investigate how a 3<sup>rd</sup> party might be used to undertake stage changes.

**FBP105/17 Clerks Time Sheet**

For period October – December 2017, the clerk had accrued 6 hours of TOIL

**RECOMM:** That the information be noted

*The meeting closed at 6:50 p.m*

.....Chairman