

**WIRKSWORTH TOWN COUNCIL – FINANCE, BUILDINGS & PERSONNEL
COMMITTEE 13 FEBRUARY 2017 at 6:30pm**

FBP106/16 Present: Cllr A Clamp (Chairman), Cllr F Brown, Cllr I Fisher, Cllr P Taylor and Cllr C Whittall.

In attendance: Paul Jennings (Town Clerk)

FBP107/16 Apologies: Cllr G Gratton, Cllr A Pollock

FBP108/16 Variation of Order of Business: none

FBP109/16 Members' Pecuniary Interests in Agenda Items: None declared.

FBP110/16 To confirm the accuracy of the Minutes of the Meeting of the Finance Buildings & Personnel Committee held on 16 January 2017

The minutes of the meeting of the Finance, Buildings & Personnel Committee dated 16 January 2017 were confirmed as a correct record.

FBP111/16 Monthly Budget Balance:

The monthly budget balance was circulated for information.

RECOMM: That the monthly figures be noted.

FBP112/16 Interim Audit

A DALC approved auditor undertook a brief review of the current accounting practices.

RECOMM: Following the revision of VAT Notice 749, that the Town Council register for VAT with a target implementation date of 1.4.17 to coincide with the new financial year. The decision to be referred to Full Council for adoption, including a summary of the approach to be adopted for Occasional Lettings and Tenants.

That a notional grant scheme be adopted to more accurately budget and account for room lettings granted as meeting room concessions.

FBP113/16 Request for Meeting Space – Town Centre Action Group

The committee recognise the valuable work undertaken by the group (inc the opening of a PO Counter Service at Mountford Stores), but did not feel that they were able to determine the group's future direction from the information provided.

RECOMM: That the group be invited to a Committee meeting to gain a better understanding of the group and to reconsider the application in light of the additional information.

FBP114/16 Community Grant Application Process

RECOMM: That the new Grant Form be adopted from 1st April 2017 and used for all requests for grant funding. The effectiveness of the new form to be reviewed again at the beginning of 2018. In addition, a new form be created for applications for concessionary meeting space. Cllr

Brown and the Clerk delegated to prepare a draft for review & agreement in March.

FBP115/16 Transfers of Land from DDDC

Inclusion of overage clauses by DDDC in the land transfers prompted a discussion and review of the proposal to adopt the land/assets. The Town Council had originally resolved to only accept the land without encumbrance and condition / and for Fanny Shaw toilet block to seek S106 funding to cover refurbishment costs.

RECOMM: a) Griggs Gardens - That guidance/recommendation be sought from Cllr Pollock and Cllr Gratton (Allotment Champions) before a final decision is taken regarding this land.

b) Church Walk – That the Town Council contact the Civic Society to discuss progress on the Bin Store Project – if this is not proceeding, the liabilities of ownership for this area may not be justified.

c) Toilet Block – That the Town Council proceed with acquiring this asset. As S106 funds are not available, it is hoped that a small community group may take on the project to refurbish and return this facility to use, with support and guidance from the Town Council.

FBP116/16 Library Lease

RECOMM: That rent be held at £11000, and the clerk liaise with DCC for VAT to be paid on this figure. That the end of year report of the TC should emphasise that the TC is supporting the provision of library Services by leasing the building at a below market rate – this subsidy is £4000 per annum.

FBP117/16 Maintenance/ Improvements to Memorial Hall

Following a meeting of the Memorial Hall Working Party, it was identified that a small investment in improvements to the building should ensure continuity of income from occasional lettings for a further 5 years.

RECOMM: An estimate has been obtained from the TC's Tradesman to undertake upgrade of the kitchen and repairs to the hall floor. The total estimated costs is approximately £6500 (+VAT), but further costs will be incurred in procurement of a suitable wall mounted boiler. That clerk be authorised to spend upto £8000 (+VAT) with funds to be taken from Capital Ex Budget. As the aggregate expenditure is in excess of £5000 this must be authorised by full council.

FBP118/16 Use of Church Walk during Festival

A request has been received to erect a pavilion type structure temporarily on this space for a few days during Festival.

RECOMM: If the Town Council are the owners of the land at the time of the Festival that it grant permission for it use subject to confirmation of a risk assessment, insurance and also agreement from the Chair of the Festival.

FBP119/16 DALC Subscription Renewal

RECOMM: That the enhance level of subscription be adopted for 2017/18 and that a review of the savings from training be assessed to determine whether to continue to renew at the enhanced level in 2018.

The meeting closed at 8:20 p.m.

.....Chairman