

**WIRKSWORTH TOWN COUNCIL – FINANCE, BUILDINGS & PERSONNEL
COMMITTEE 13 JUNE 2016 at 6:30pm**

FBP001/16 Present: Cllr A Clamp (Chairman), Cllr I Fisher, Cllr A Pollock, Cllr P Taylor and Cllr C Whittall.

In attendance: Paul Jennings (Town Clerk)

FBP002/16 Apologies: Cllr G Gratton

FBP003/16 Variation of Order of Business: None

FBP004/16 Members' Pecuniary Interests in Agenda Items: None

FBP005/16 To confirm the accuracy of the Minutes of the Meeting of the Finance Buildings & Personnel Committee held on 3 May 2016

The minutes of the meeting of the Finance, Buildings & Personnel Committee dated 3 May 2016 were confirmed as a correct record.

FBP006/16 Monthly Budget Balance:

The clerk provided the monthly budget balance (the copy circulated with the agenda was prepared before month end).

RECOMM: That the monthly figures be noted.

FBP007/16 Recommendations from Environment and Town Committee held on 6 June 2016

ET007/16 - Uneven tarmac surrounding the Plane Tree by the Garden adjacent to the Memorial Hall

RECOMM: That the clerk await investigation of a more substantial barrier solution whilst discussions completed regarding potential solutions to address the uneven surface.

ET011/16 - Tree Survey of Stoney Wood & Gardens adjacent to Memorial Hall

RECOMM: That Clerk arrange for a survey of trees at the following locations: Stoney Wood, Memorial Hall and Gardens (to include Plane Tree), Wash Green Play Area and Kingsfield Play Area.

FBP008/16 Health and Safety Policy

To review and adopt a revised policy (based upon HSE template)

RECOMM: That the policy be adopted as proposed.

FBP009/16 Request for Annual Grant (£900) from Parade

RECOMM: That the grant be made including a letter of thanks to the Committee for the successful weekend of events.

FBP010/16 Request for Meeting Facilities for Parade

RECOMM: That meeting facilities be granted to the Parade Committee subject to the conditions outlined in the concessionary let policy.

FBP011/16 Request for Annual Grant (£2200) from Stoney Wood Group

RECOMM: That the grant be made including a letter of thanks to the group for all their work in the past year.

FBP012/16 Request for Annual Grant (£1000) from Wirksworth Festival

RECOMM: That the grant be made.

FBP013/16 Request for Grant (£594) Funding for Wirksworth Independence

RECOMM: That a grant of £300 be made and that the group are encouraged to contact surrounding parish councils for support (where students are not residents of Wirksworth).

FBP014/16 Adoption of Land from DDDC

Confirmation that land at Griggs Garden, Church Walk and disused Toilet Block on Fanny Shaw to be transferred to WTC. Legal fees of £500+vat per transaction.

RECOMM: That the transfers now proceed and the clerk undertakes the necessary arrangements.

FBP015/16 Works to install PA & upgrade/repair projector installation in Main Hall £1300.

To mount and cable the main PA as a permanent installation available to all users, removing the need for caretakers to set-up/dismantle for each use and repair and improve the projector installation.

RECOMM: That the clerk proceed with the works as outlined.

FBP016/16 Introduction of split banking arrangement

FSCS protection now available to Parish/Town Councils upto £75000

RECOMM: That the clerk investigate a second provider and provide a recommendation in due course.

FBP017/16 Relocation of Natwest ATM within Town Council owned property

Update from Clerk following site visit by surveyor on 5th May 2016. A proposal has been received with outline plans for the ATM to be sited in part of the old toilet block attached to the Memorial Hall. The area is currently used to store farmers market stalls, but these can be relocated to the caretakers store, and the caretaker's store relocated into another area of the Memorial Hall.

RECOMM: That agreement be given to the scheme, subject to clarification regarding some of the detail of implementation/proposed plans. e.g. security of users, lighting, disabled access/increase to hard surfacing around area.

FBP018/16 Trees at rear of Garden adjacent to Memorial Hall

A quote received (£220) from tree surgeon to address loss of light to adjacent resident(s).

RECOMM: That the works be undertaken and that the clerk also apply DDDC Tree Planning.

FBP019/16 Memorial Hall Review

To consider establishing a working party to take forward more detailed discussion on how to best to utilise the building/facilities.

RECOMM: That a working party to be established to take forwarded more detailed discussion, investigation and preparation of proposals. The group to comprise Cllrs Clamp, Jordan, Pollock, Taylor, Williams and to include residents, local groups and professional advisors as required.

FBP020/16 Caretaking Resource

Increased usage of the Town Hall/Memorial Hall especially at weekends now often requires two caretakers to turnaround rooms between bookings which is not covered by existing contracts.

RECOMM: That the clerk investigate and discuss with the caretaking team to determine how to revise/reorganise the existing resources to better support the increased usage. A recommendation on the proposed increased resources and staffing structure to be presented to committee in due course

FBP021/16 The National Joint Council for Local Government Services (NJC) has reached agreement on pay scales for 2016 - 2018.

DALC recommend that the new pay scales for 2016/17 are to be implemented immediately and backdated to 1 April 2016 for those staff on NJC contracts.

RECOMM: That the revised pay be applied all staff as recommended by DALC.

The meeting closed at 8:20 p.m

.....Chairman