

**MINUTES OF FULL COUNCIL MEETING OF WIRKSWORTH TOWN COUNCIL
HELD ON MONDAY 17 DECEMBER 2018 AT 6.30 PM**

C108/18 Present: Cllr A Jordan (chair), Cllr A Clamp, Cllr M Edwards, Cllr A Pollock, Cllr S Maskrey, and Cllr P Taylor.

In attendance: D Cllr P Slack, Clerk (Paul Jennings)

C109/18 Apologies: Cllr F Brown, Cllr I Fisher, Cllr G Gratton (arr 6:25pm & dep 6:30pm), Cllr J Stockell, Cllr C Whittall, D Cllr M Ratcliffe, C Cllr I Ratcliffe

C110/18 Variation of Order of Business: None

C111/18 Members' Pecuniary Interests in Agenda Items: None declared.

Open Forum opened 18:35

C112/18 Open Forum:

D Cllr P Slack circulated a written report.

Open Forum Closed 18:45

C113/18 Minutes of the Meeting of the Wirksworth Town Council dated 19 November 2018:

RESOLVED That the minutes of the Meeting of Wirksworth Town Council dated 19 November 2018, were agreed.

C114/18 Deputy Town Mayor Announcements

The deputy Mayor attended the Ashbourne Mayor's Carol service.

C115/18 Minutes and recommendations of the Environment & Town Committee:

RESOLVED That the minutes and recommendations of the Environment & Town Committee dated 3 December 2018 be approved

C116/18 Minutes and recommendations of the Finance, Buildings & Personnel Committee:

RESOLVED That the minutes and recommendations of the Finance, Buildings & Personnel Committee dated 10 December 2018 be approved.

C117/18 Accounts Paid November 2018:

RESOLVED That payment of the attached accounts in the sum of £45264.97 be formally approved.

C118/18 Precept & Budget 2019/20

To consider revised draft of budget and precept request ET093/18

RESOLVED that the proposed budget and precept be accepted. The precept be set at £154000 for 2019/20.

C119/18 Asbestos Policy & Procedures

The clerk provided a draft updated procedure.

RESOLVED that the Clerk change the reference from Duty Holder to Town Clerk and that with this amendment the policy then be adopted.

C120/18 Disciplinary, Grievance & Whistle Blowing Policy & Procedures

The clerk provided a draft updated procedure.

RESOLVED that the policy and procedures be adopted.

Cllr Pollock dep 18:50, ret 18:55

C121/18 Information

i) Correspondence:

19/11/18 – Pot hole in proximity of the Wirksworth Infant School (DCC) – Cllr I Ratcliffe

19/11/18 – Church Walk Paving (DDDC) – Cllr I Ratcliffe

19/11/18 – Message from Die – Twinning Association

ii) To be tabled at meeting:

a. DALC Circulars:

DALC AGM - Proposed revision to DALC Constitution

Circular 15 - ALC Spring Seminar 2019 - Clerk Essential Training - General

Power of Competence Update - Exemption of Public Toilets from Business

Rates:Support requested - Subscription fees 2019/20 - Latest Guidance on

Accessibility to Websites and Mobile Devices - NALC Digital Mapping Toolkit -

Weather Ready

The meeting closed at 19:05

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Chairman

Accounts Paid

Nov-18

| Date | Invoice From: | Chq No | Supplier's VAT Reg No | Goods/Services | Budget Heading | Amount | VAT | Total |
|------------|----------------------------|--------|-----------------------|---|----------------|----------|--------|----------|
| 12/11/2018 | Salisbury & Wood Ltd | 8589 | 126422005 | Rock salt (112x 25kg) | 32 | 509.60 | 101.92 | 611.52 |
| 12/11/2018 | Irongate | 8590 | 558532518 | Uniforms (trousers, jacket, sweatshirts, hats), cleaning products, toilet paper, brush, hand towels). | 2 | 378.49 | 75.69 | 454.18 |
| 12/11/2018 | CPC | 8591 | 169680322 | Bulbs and Pressure washer | 2, 14 | 129.99 | 26.00 | 155.99 |
| 13/11/2018 | Twigg Ltd | 8592 | 125424494 | Brushes, keys, locks | 2 | 73.42 | 14.68 | 88.10 |
| 14/11/2018 | DCC | 8593 | | Superann | 21 | 1981.91 | | 1981.91 |
| 14/11/2018 | HMRC | 8594 | | Tax & NI | 21 | 1071.29 | | 1071.29 |
| 19/11/2018 | NOW | 8595 | | Community Grant for skate park | 31 | 2000.00 | | 2000.00 |
| 19/11/2018 | Rotary Club | 8596 | | Community Grant | 31 | 350.00 | | 350.00 |
| 19/11/2018 | Cecil Web Designs | 8597 | | Advert -T'owd Man | 33a | 10.00 | | 10.00 |
| 20/11/2018 | Cecil Web Designs | | | Voided chqs- 8585 and 8597 | 33a | -20.00 | | -20.00 |
| 20/11/2018 | Christopher Cecil | 8598 | | Reissue of chq for 2x T'owd man ads | 33a | 20.00 | | 20.00 |
| 20/11/2018 | Tradefast | 8599 | 257361004 | Fixing doors, roof tiles, Barmote Croft plumbing, resin for new war memorial | 2, BC | 1325.00 | 265.00 | 1590.00 |
| 20/11/2018 | A Fussell | 8600 | | Steel toe cap boots | 22? | 54.00 | | 54.00 |
| 20/11/2018 | Sue Surgey | 8601 | | Steel toe cap boots | 22? | 54.00 | | 54.00 |
| 26/11/2018 | Viking | 8602 | | Voided cheque- DDR payment Dec | | | | |
| 26/11/2018 | Peak Tree Force | 8603 | | Grass and verge cutting | 20f | 516.00 | | 516.00 |
| 26/11/2018 | L.E.S. | 8604 | | Voided cheque | | | | |
| 27/11/2018 | G & M Beech | 8605 | | Window cleaning Nov | 2 | 120.00 | | 120.00 |
| 27/11/2018 | Warren Electrical Services | 8606 | 646590217 | Flood lighting at MH & outdoor switches | GR | 1400.95 | 280.19 | 1681.14 |
| 27/11/2018 | William Frith | 8607 | | Fixes to the roof | 2 | 674.00 | | 674.00 |
| 28/11/2018 | Unity Trust Bank | 8608 | | VOID chq | | | | |
| 28/11/2018 | Unity Trust Bank | 8609 | | Transfer of funds | | 20000.00 | | 20000.00 |
| 28/11/2018 | SLCC | 8610 | | Annual membership 2019 | 22 | 220.00 | | 220.00 |
| 29/11/2018 | L.E.S. | 8611 | 695967844 | Lift engineer visit x 3 and fix | 2 | 685.72 | 137.14 | 822.86 |
| 29/11/2018 | S&A Pepper | 8612 | 302203672 | Lunch for training session | 27 | 73.12 | 14.63 | 87.75 |
| 29/11/2018 | KNT Training Ltd | 8613 | 134051063 | Asbestos & Manual Handling training | 27 | 785.00 | 157.00 | 942.00 |

Electronic Payments

| | | | | | | | | |
|------------|----------|----|--|----------|----|---------|--|---------|
| 25/11/2018 | Salaries | EP | | Salaries | 21 | 5775.72 | | 5775.72 |
|------------|----------|----|--|----------|----|---------|--|---------|

Direct Debit Payments and Standing Orders

| | | | | | | | | |
|--------|----------------------|-----|-----------|------------------------------------|-------|---------|--------|---------|
| Nov-18 | DDDC | DDR | - | Annual rates for Barmote Croft | 3a | 784.18 | | 784.18 |
| Nov-18 | British Gas | DDR | 684966762 | Electricity -Town Hall: Apr-Sep 18 | 1 | 1384.15 | 69.15 | 1453.30 |
| Nov-18 | British Gas | DDR | 684966762 | Electricity -Mem Hall: Apr-Oct 18 | 13 | 859.23 | 42.90 | 902.13 |
| Nov-18 | DDDC | DDR | | Rate Memorial Hall (Monthly) | | 660.00 | | 660.00 |
| Nov-18 | DDDC | DDR | | Waste Collection | 2,14 | 469.3 | | 469.30 |
| Nov-18 | Water Plus | DDR | | Water Rates | 3,15 | 294.23 | | 294.23 |
| Nov-18 | Viking | DDR | 536153357 | Paper/ teaspoons | 2, 22 | 22.88 | 4.58 | 27.46 |
| Nov-18 | Viking | DDR | 536153357 | Sign: Toilet closed for cleaning | 2 | 39.98 | 8.00 | 47.98 |
| Nov-18 | Software into Action | SO | 789358066 | IT Support | 22 | 140.00 | 28.00 | 168.00 |
| Nov-18 | Castle Associates | SO | 114456924 | HR Support | 22 | 43.00 | 8.60 | 51.60 |
| Nov-18 | Zen Internet | DDR | 686049501 | Office Internet Oct-Nov | 22 | 27.00 | 5.40 | 32.40 |
| Nov-18 | Sage | DDR | 555909605 | Payroll | 22 | 32.00 | 6.40 | 38.40 |
| Nov-18 | BNP Paribas | DDR | 313483672 | Telephony rental- Dec | 23 | 69.71 | 13.94 | 83.65 |
| Nov-18 | Eritel | DDR | 836375505 | Managed Internet Mem Hall | 15a | 52.30 | 10.46 | 62.76 |
| Nov-18 | British Gas | DDR | 684966762 | Careplan (monthly Jun18-May19) | 14 | 39.49 | 7.898 | 47.39 |
| Nov-18 | British Gas | DDR | 684966762 | Careplan (monthly Mar18-Feb19) | 2 | 65.67 | 13.134 | 78.8 |
| Nov-18 | W3Z | DDR | 295706032 | Broadband | 22 | 29.16 | 5.832 | 34.99 |

Payments made using Debit Card

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|------------|-----------------------|----|-----------|--|---|------------------|-----------------|------------------|
| 01/11/2018 | Screwfix | DC | 232555575 | 2nd door closer Mainhall, Drain guards | 2 | 83.64 | 16.71 | 100.35 |
| 19/11/2018 | Screwfix | DC | 232555576 | Drill Driver | 2 | 45.83 | 9.16 | 54.99 |
| 12/11/2018 | Public Health England | DC | | Radon test units | 2 | 50.40 | | 50.40 |
| 21/11/2018 | Panel Warehouse | DC | 561230868 | 3x office screens | 2 | 283.50 | 56.70 | 340.20 |
| 28/11/2018 | Tester.co.uk | DC | 779714081 | PAT testing | 2 | 185.00 | 37.00 | 222.00 |
| | | | | | | 43,848.86 | 1,416.11 | 45,264.97 |