

**MINUTES OF THE MEETING OF WIRKSWORTH TOWN COUNCIL HELD ON
MONDAY 19 SEPTEMBER 2016 AT 6.30 PM**

C057/16 Present:, Cllr A Clamp (Chair), Cllr S Maskrey, Cllr A Jordan, Cllr J Stockell and Cllr P Taylor

C058/16 In attendance: Cllr M Ratcliffe, 1 member of public, Paul Jennings (Town Clerk) Sue Surgey (Assistant Town Clerk)

Apologies: Cllr A Pollock, Cllr I Fisher, Cllr G Gratton, Cllr M Edwards, Cllr C Whittall

C059/16 Variation of Order of Business

none

C060/16 Members' Pecuniary Interests in Agenda Items:

None declared.

Open Forum commenced 6.35pm :

C061/16 Open Forum

a. Public Forum: Resident spoke to the Council regarding the parking during festival weekend.

b. District & County Councillor Reports: Cllr M Ratcliffe circulated a written report and Cllr I Ratcliffe answered Cllrs questions.

Open Forum closed 7:10pm

C062/16 Minutes of the Meeting of the Wirksworth Town Council dated 18 July 2016:

The minutes of the Meeting of Wirksworth Town Council dated 18 July 2016 were confirmed as a correct record.

C063/16 Town Mayor's Announcements

The deputy Mayor read out a list of functions the Mayor had attended in an official capacity.

C064/16 Minutes and recommendations of the meeting of the Environment & Town Committee:

RESOLVED that minutes and recommendations of the Environment & Town Committee dated 5 September 2016 be approved.

C065/16 Minutes and recommendations of the Finance, Buildings & Personnel Committee:

RESOLVED that minutes and recommendations of the Finance, Buildings & Personnel Committee dated 12 September 2016 be approved.

C066/16 Accounts Paid July 2016 & August 2016:

RESOLVED That payment of the attached accounts in the sum of £17617.59 and £18058.54 be formally approved.

C067/16 Action taken during Recess using Delegated Powers

Open and accountable local government Aug 2014 specified that any decisions taken using delegated powers should be recorded.

Date	Decision Taken	Alternative Options Considered and/or background information
19/07/16	An issue with the glass shelves installed in the club room – they are “drooping” and if room users place glasses on them, they will slide off. Quote received to fit supports (of oak in keeping with other wood fittings used in Town Hall) of £250. In addition, whilst on site, use the opportunity to get MDF shelving fitted to the bar store at a cost of £235.	The reason for requesting agreement to undertake the works before September is:- to address a potential safety issue, to allow access during the quieter period summer period and also to ensure the works are complete before Festival. The second works can be combined to reduce costs and would allow us to get the store painted (once works complete) by the caretakers.
28/07/16	To engage John Booth at a cost of £925 +vat. The survey to cover the following sites: <ul style="list-style-type: none"> • Stoney Wood • Wash Green Play Area • Memorial Gardens x 2 • Kingsfield • Town Hall Garden Funds to be taken from unallocated.	The clerk was tasked with arranging a survey of the trees on all TC property, but no specific budget was allocated to this task. The suggested arboriculturist (Dave Frost from Peak Park) has not responded after 6 weeks of messages. The clerk received a quote from John Booth (who Rodney H recommended for the Plane Tree) of £925 +vat.
28/07/16	<ol style="list-style-type: none"> 1. Placing the offices at the Memorial Hall on the rental market with Grant's at the agreed fee. 2. Potters to be engaged to prepare leases 3. The clerk to approach an IT company for a quote regarding possibility of wifi/network for the Memorial Hall (internet access/ phones). 4. Parking will not be allocated to each room user. 	Following notice from previous tenants (Surestart), the Memorial Hall lease will end on 31/08/16. Waiting to refer this to FBP, will delay re-letting the building by 2 months. Grants were previously used for the letting of the clock tower office, Potters have been used for all leases. The issue of parking may impact the potential rental values.
10/08/16	To seek agreement from DDDC on the basis dead, dying, dangerous category to undertake works to Beech To employ an arboriculturist to urgently undertake the works (whilst on site to also remove Field Maple, although this does not pose any immediate safety issue)	The Clerk received the tree report from J Booth. On Kingsfield Play Area, 2 trees identified as requiring attention. <ul style="list-style-type: none"> • Field Maple : Dying - Remove • Beech : Weak Fork @ 3m, Crown thin by 15% and install flexible brace. As the issue with the Beech has a potential safety implication, it was not feel appropriate to wait until September.

RESOLVED To ratify decisions taken using delated powers during recess.

C068/16 Financial Regulations

RESOLVED To adopt recommended amendments from NALC

C069/16 Resignation of Cllr J Williams, Bolehill Ward

RESOLVED The Council will thank Cllr Williams for her time served on the council. The Clerk to follow SLCC guidelines and publish notice of the vacancy outside on the Town Hall notice board and Bolehill notice board. If the vacancy needs to be filled by co-option, as well as the statutory notice, information to be posted on WTC website, Noticeboards and flagged with Bolehill Improvement Group. The vacancy to be displayed for 6 weeks. If there is more than 1 candidate, prospective candidates to attend full Council meeting on 21st November (and follow SLCC guidelines for selection process).

C070/16 London Plan Tree and Garden adjacent to Memorial Hall

Referred by E&T Committee for discussion and decision by full Council.

RESOLVED That wall be moved and the area grassed subject to quotes which are to be obtained by the Town Clerk

C071/16 Allotments

RESOLVED Deferred to October meeting so that Cllrs Gratton & Pollock can give update on current situation.

C072/16 Meadows

The Council were advised that discussions had taken place with the current owners to establish their intentions.

RESOLVED That Cllrs' Clamp, Gratton & Pollock will continue discussions with the land owners.

C073/16 Fairtrade

RESOLVED: a new Councillor be assigned to the fairtrade group as a representative and deferred to November meeting.

C074/16 Communication Policy

RESOLVED: The Town Clerk to make amendments and recirculate for October meeting.

C075/16 Natwest ATM

The clerk advised that Natwest had put all property transactions on hold whilst undertaking a review, with the result that the ATM move to the Memorial Hall has been put on hold.

RESOLVED That the Town Clerk update the council when Natwest situation changes.

C076/16 Town Councillor Representative Reports

Cllr Taylor reported that the Festival had a very successful trails weekend
Cllr Maskrey advised that meetings were ongoing to determine the future of the Leisure Centre.

C077/16 Information

i) Correspondence:

- 04/08/16 Wirksworth Leisure Centre – Cllr L Rose
- 08/08/16 Wirksworth Leisure Centre Community Group and the Sports Group – J Thompson
- 08/08/16 NHS Better Care closer to Home Consultation – North Derbyshire CCG
- 09/08/16 Help Keep Derbyshire Together – DCC
- 22/08/16 Broadband – DDDC
- 30/08/16 Better care Closer To Home Public Consultation – Matlock Hospitals League of Friends
- 30/08/16 Our help to your residents, Derbyshire Dales Impact Report 2016 - Citizens Advice Derbyshire Districts
- 05/09/16 Donations from Charities Plant Stalls – P Slack

ii) Enquiries from Website

- 12/09/16 Complaint re parking during Festival - H Andrews

ii) To be tabled at meeting:

a. DALC Circulars:

Circular 14-2016 : Appointment of new CO for DALC, Change of Venue for Annual Executive Meeting & AGM - Chatsworth, Training & Events, NALC Smaller Councils Survey, Information Commissioner's Tool Kit

The meeting closed at 08.10 pm

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Chairman

Accounts Paid

Jul-15

Date	Invoice From:	Chq No	Supplier's VAT Reg No	Goods/Services	Budget Heading (see budget)	Amount	VAT	Total
	Payroll	7669-7676		Salary, Superann, Tax & NI	4,16,21	5912.86	0.00	5912.86
06/07/2015	Twigg	7677	125424494	Door Lock, Spanner, Weedkiller	2	147.89	29.58	177.47
06/07/2015	A Shingler	7678		Signs Wash Grren Play	47	112.00		112.00
06/07/2015	Espo	7679	705180561	Caretaker Consumerables	2	177.88	35.58	213.46
06/07/2015	DDDC	7680		Bins 4/15-6/15	2,14	429.00		429.00
13/07/2015	DALC	7741		CiLCA Training	27	250.00		250.00
13/07/2015	SLCC	7742		CiLCA Training	27	250.00		250.00
13/07/2015	Wirksworth Parade	7743		Community Grant	43	800.00		800.00
13/07/2015	KNT Training	7744		Asbestos Training x 4pers	27	180.00	36.00	216.00
20/07/2015	DCS Ltd	7745	458264033	Water Samples	2,14	90.00	18.00	108.00
20/07/2015	Lester Lowe Ltd	7746	789313391	Materials for Town Hall/Memorial Hall	2,14	13.57	2.71	16.28
20/07/2015	Twigg	7747	125424494	Gardening Tools	14	31.20	6.24	37.44
20/07/2015	Stoney Wood Group	7748		Stoney wood	20	2200.00		2200.00
20/07/2015	Festival Grant	7749		Community Grant	41,31	2000.00		2000.00
<u>Direct Debit Payments and Standing Orders</u>								
	Castle Associates	Sto	114456924	Professional Services	22	40.00	8.00	48.00
	Corona	DDR	577704800	Gas T & M Hall	1,13	367.61	65.77	433.38
	British Gas	DDR	684966762	Elec T & M Hall	1,13	293.39	14.65	308.04
	Sage	DDR	555909605	Payroll Software	22	28.00	5.60	33.60
	Daisy Communications	DDR	722471355	Telephony	23	63.47	12.69	76.16
<u>Payments made using Debit Card</u>								
	Midland Plastics	DC	998949902	Plastic Signage	2	49.95	9.99	59.94
	DDDC	DC		Planning Application Fee	22	97.50		97.50
						13534.32	244.81	13779.13

Accounts Paid

Aug-15

Date	Invoice From:	Chq No	Supplier's VAT Reg No	Goods/Services	Budget Heading (see budget)	Amount	VAT	Total
	Payroll	7750-7757		Salary, Superann, Tax & NI	4,16,21	5949.31	0.00	5949.31
03/08/2015	PWT Decorators	7758		Painting - Interim payment	47	1000.00		1000.00
03/08/2015	Playdale	7759	155625362	Replacement Parts Play Equip Kingsfield	UA	132.89	26.58	159.47
03/08/2015	LES Ltd	7760	377355519	Lift Repairs	2	115.33	23.07	138.40
03/08/2015	Viking	7761	536153357	Stationery, Signage	2	39.14	7.83	46.97
03/08/2015	Warren Electrical	7762	646590217	Safety Switch to Lift	2	76.90	15.38	92.28
03/08/2015	DDDC	7763	127357074	Dog Control Signs/Premises Licence	22	240.00	12.00	252.00
03/08/2015	Espo	7764	705180561	Bin and Cleaner	2,47	260.02	52.01	312.03
11/08/2015	Lester Lowe	7765	789313391	Caretaker Material, PPE	2	64.00	12.80	76.80
11/08/2015	Markovitz	7766	157652445	Caretaker tools, replacement toilet seats	2	143.41	28.68	172.09
	Void	7767						
18/08/2015	Tim Willmot Masonry	7768	907777387	Replacement of stonework to front	47	1511.80	302.36	1814.16
18/08/2015	PWT Decorators	7769		Paint Atrium	47	3111.10		3111.10
18/08/2015	Potter & Co	7770	125453975	Lease Library/Debt recovery	22	375.00	75.00	450.00
18/08/2015	WPS Insurance	7771		Insurance	24	4849.26		4849.26
27/08/2015	Cash	7772		Petty Cash	22	100.00		100.00
27/08/2015	Dalc	7773		Allotment Training (x4)	27	112.00		112.00
27/08/2015	Espo	7774		Caretaker Consumerables	2	60.29	12.06	72.35
<u>Direct Debit Payments and Standing Orders</u>								
	Castle Associates	Sto	114456924	Professional Services	22	40.00	8.00	48.00
	Corona	DDR	577704800	Gas T & M Hall	1,13	250.67	44.42	295.09
	British Gas	DDR	684966762	Elec T & M Hall	1,13	234.29	11.70	245.99
	Sage	DDR	555909605	Payroll Software	22	28.00	5.60	33.60
	Severn Trent	DDR		Water Rates	15	426.26		426.26
						19119.67	637.49	19757.16