



# WIRKSWORTH TOWN COUNCIL

TOWN HALL, WIRKSWORTH, DERBYSHIRE DE4 4EU

Email: [townclerk@wirksworth.gov.uk](mailto:townclerk@wirksworth.gov.uk)

Website: [www.wirksworthtowncouncil.gov.uk](http://www.wirksworthtowncouncil.gov.uk)

Clerk to the Town Council & Responsible Financial Officer:

Paul Jennings BEng (Hons), Cert ICM

Office hours: 8:30am-12:30pm Mon-Thurs

04 June 2019

Dear Councillor,

You are hereby summonsed to a Meeting of Finance Buildings & Personnel Committee on MONDAY 10 June 2019 at 6.30 p.m. in the Town Hall, Wirksworth.

## AGENDA

1. **Apologies for Absence**
2. **Variation of Order of Business:** *Including to consider a resolution under the Public Bodies (Admission to Meetings Act 1960 s1) to exclude members of the press and public in order to discuss an agenda item*
3. **Members' Interests in Agenda Items:** *To enable Members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Town Council's Code of Conduct.*
4. **Open Forum:** (3 minutes per speaker, total available 15 minutes)
  - Public Forum (At the start of the meeting, a period is available for members of the public to address the Council).
  - Cllrs with a pecuniary interest making representations, answering questions or giving evidence relating to the business to be transacted.
5. **To confirm the accuracy of the Minutes of the Meeting of the Finance Buildings & Personnel Committee held on 8 April 2019** (Previously circulated)
6. **Monthly Budget Balance** (to be circulated at the meeting)
7. **Recommendations from Environment and Town Committee held on 3 June 2019**
8. **Works undertaken on Memorial Hall, Town Hall & Kingsfield Play Area during Purdah**

Repair leaking flat roof, fix leaking pipe and repair Burco Boiler in Kitchen, affix flue bracket to boiler, fix earth fault in downstairs electrics, arrange full inspection of electrics at Memorial Hall, repair broken drain outside glee club store, broken window in Club Room Corridor, replace broken socket in Club Room, repair broken magnetic fire door catch to main hall at Town Hall, replace seat to Infant swings at Kingsfield.
9. **Request for Community Grant of £584 – INdependANCE** (attached)

Request for support to assist with the project expenses including attendance at Edinburgh Fringe.
10. **Request for Community Grant of £1120 – Traders Association** (attached)

Request for support to assist with the insurance expenses associated with holding events.
11. **Fire Risk Assessment**

Town Council Fire Safety contractor Hollinsend to undertake an inspection and assessment of both Town and Memorial Hall at a cost of £395+vat & £295+vat.
12. **Dementia Audit** (attached)

To review internal assessment of Town Hall and agree any actions to improve location.
13. **Removal of Partition Doors at Memorial Hall**

The doors no longer move safely. The floor track creates a trip hazard and has been temporarily filled. When forced across the space, the doors do not open easily creating a potential obstruction to evacuation. The removal of the doors will cost £450+vat.
14. **Heating at Memorial Hall**

The immersion heater has failed. Plumber has suggested that consideration be given to upgrading to more efficient system including replacing existing boiler.

**15. Lighting at Memorial Hall**

Two of the existing fluorescent lighting fittings have failed in the Memorial Hall, electrician has suggested that consideration be given to upgrading to more efficient solution such as LED fittings and bulbs.

**16. Bench and Tree Seat (Disposal of assets)**

The remaining seat (of 5) originally donated by Rotary in 1992 was not used as part of the garden redesign and isn't safe to use in its current condition. Rotary have offered to take this back for refurbishment and use on other projects.

The half circular tree seat originally installed around the London Plane tree now surplus to requirements.

**17. Barmote Croft Toilets**

To consider repainting interior, exterior walls and doors following adoption of toilets in 2018.

**18. Sale of Stones Building**

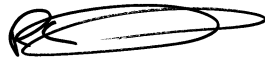
To consider any actions resulting from the recent decision of the owners to place the property on the market (which is adjacent to Memorial Hall).

**19. RoSPA Playground Inspection Training**

This qualification needs to be updated for all staff, but the courses are no longer routinely hosted by Rural Action Derbyshire and will therefore need to be arranged direct with RoSPA.

**20. HR Process** (attached)

To consider how to address any issues that might arise during this term of the council.



Paul Jennings

Clerk to the Town Council & Responsible Financial Officer