

WIRKSWORTH TOWN COUNCIL

Minutes of a Meeting of the Finance Buildings and Personnel Committee held 11 April 2022

FBP21/71 Present (in person): Cllr A Clamp (Chairman), Cllr S Barker, Cllr M Bennett, Cllr E McDonagh and Cllr C Whittall

**In attendance:
Paul Jennings (Town Clerk)**

FBP21/72 Apologies for Absence: None

FBP21/73 Variation in Order of Business: None

**FBP21/74 Members' Pecuniary Interests in Agenda Items:
None Declared**

FBP21/75 Minutes:

The minutes of the meeting of the Finance Buildings and Personnel Committee dated 14 March 2022 were confirmed as a correct record.

FBP21/76 Monthly Budget Balance

REC that the position be noted.

FBP21/77 Quarterly Balance Sheet & Bank Reconciliation

Cllr (not Chair - Fin Rgs 2.2) to initial to confirm the bank statement and bank reconciliation.

REC That the information be noted. Cllr Clamp confirmed reconciliation to the bank statements.

FBP21/78 Single stall outside Memorial Hall (attached)

During Welldressing weekend, the local Amnesty group have request permission to have a charity stall selling plants (This year there will be no Welldressing/Carnival Market)

REC that permission be granted and that the request be treated in the same manner as a market stall hire, with a nominal charge levied.

FBP21/79 Market Stall Canopies

The clerk has declined (on the basis of the increased risk) requests by groups to use the canopies and clips during events which are using the Market Stalls.

Farmers Market have been given permission as they are deemed to be "competent" (and hold Public Liability Insurance to operate a market).

Risks include injury to organisers and public - mitigation of risks would require competency in Manual Handling, Working at Height, assessment and response to Weather (rain and wind) as well as access to PPE and ladder/steps.

The Town Council would be deemed to assume liability for any incident if it allowed this usage of the covers, and the Town Clerk would be accountable to HSE in the event of an accident.

At present, the canopies are folded and stored in a specific manner to allow a single caretaker to erect on Tuesday morning, but require two people to take down (again Farmers Market Organisers are aware and comply with this).

REC that the clerk to investigate how other markets/events manage the risk posed by canopies and also obtain an indication of the typical costs of bringing a contractor (“competent person”) to manage 3rd party markets.

FBP21/80 Tree Works – Town Hall

Following the Tree Survey of all Town council sites, 1 tree has been identified for removal. A self-set sycamore growing from the wall in the rear garden. A quote has been obtained to undertake the works (£140+Vat).

REC that the works be undertaken.

FBP21/81 Support Local

It is proposed that a more proactive acknowledgement be made of the Town Council’s (currently informal) policy of purchasing locally where possible. A statement could be added to officer email signatures and to the website similar to.. “It is Wirksworth Town Council’s policy to use local suppliers and contractors wherever possible to support those who live and work in the area. This helps boost the local economy and reduces the miles travelled and therefore, our carbon footprint.” Environment and Town Committee recommend support (ET21/135)

REC that the text be adopted. That an analysis of current (past year) geographic distribution of expenditure be undertaken and reported back to FB&P.

FBP21/82 Energy Providers

The Town Council leverages the bulk buying power of Derbyshire County Council on a number of utility contracts. DCC have advised that the fixed price contract for energy supply has now ended and will be moved to a variable rate (as this currently offers better value for money).

REC that matter be noted.

The meeting closed at 7.40 pm

Chairman