

WIRKSWORTH TOWN COUNCIL

MINUTES OF THE MEETING OF WIRKSWORTH TOWN COUNCIL HELD ON MONDAY 19 OCTOBER 2020 AT 6.30 PM (via Zoom)

C20/63 Present:
Cllr A Pollock (Chair), Cllr S Barker, Cllr A Clamp, Cllr M Casselden,
Cllr A Jordan, Cllr P Taylor and Cllr C Whittall

In attendance:
D Cllr M Ratcliffe, D Cllr P Slack, C Cllr I Ratcliffe, a resident and Paul
Jennings (Town Clerk)

C20/64 Apologies:
Cllr C Foster Phillips, Cllr G Gratton, Cllr E McDonagh and Cllr J
Stockell

C20/65 Members' Pecuniary Interests in Agenda Items:
Cllr Clamp - Personal Interest as Chair of NOW in item 14 NOW
Financial Support.

C20/66 Variation in Order of Business:
To take item 10 StarDisc / Stoney Wood ASB immediately after open
forum

Open Forum opened 6:35pm

C20/67 Open Forum:
A resident updated the council following the recent meeting with
Hardyal Dhindsa, Police and Crime Commissioner for Derbyshire in
regard to the ASB on Greenhill, The Dale and around the vicinity of
the StarDisc. In addition, further information was provided regarding
more recent incidents of ASB in the area.
District Councillor reports: Cllr P Slack had provided a written report
and supplemented this with a verbal update and Cllr M Ratcliffe also
provide a verbal report.
County Councillor reports: Cllr I Ratcliffe provided a verbal report.

Open Forum closed 6:45pm

C20/68 StarDisc / Stoney Wood ASB (referred by E&T Committee)
To address incidents of ASB and also motorcycles parking on the
StarDisc, two specific measures have been investigated.
1. Signage for the StarDisc entrance to bring in restrictions on
access times -closed 10pm -8am unless permission is granted by
the council (E&T recommend that the signs be installed).
2. Barriers - Advice was sought from DCC Highways who
recommended the installation of 'K Barriers', which would prevent
motorcycles from accessing the site whilst still allowing push
chairs/wheelchairs. There is an option for the barrier to be combined
with a gate. There are a number of potential issues with this solution

linked to the install location – approx. cost of supply and installation is estimated to be £5,000+VAT.

RESOLVED that the Clerk proceed with the procurement and installation of signage as recommended by E&T. The signage implements the following restriction to reduce anti-social behaviour at the StarDisc:

Site open 8am-10pm*

No motor vehicle access

No overnight camping

*access outside these times is by express permission of Wirksworth Town Council.

The Clerk to be delegated to provide permission to access the site or to refer to the council where additional guidance is required. The Clerk will maintain a log of those groups or individuals who are granted permission.

That the Clerk now investigate an alternative barrier solution, with delegation to proceed with a budget of £3000.

That the Clerk liaise with residents to explore how best to proceed with recording and maintaining a record of ASB and the Clerk to also provide them with contact details of both Safer Neighbourhood Team Officer assigned to Wirksworth and also Community Safety Officer at Derbyshire Dales District Council.

C20/69 Confirm the accuracy of the Minutes of the Meeting of the Wirksworth Town Council held on 21 September 2020

RESOLVED that the minutes of the meeting of Wirksworth Town Council dated 21 September 2020 were confirmed as a correct record.

C20/70 Town Mayor's Announcements

The Mayor has agreed to introduce The 12 Days of Christmas as part of the Glee Club's virtual pantomime.

C20/71 Accounts Paid - September 2020

RESOLVED that payment of the attached account in the sum of £12,631.35 be approved.

C20/72 Minutes and recommendations of the Environment & Town Committee:

RESOLVED That the minutes and recommendations of the Environment & Town Committee dated 5 October 2020 be approved.

C20/73 Minutes and recommendations of the Finance, Buildings & Personnel Committee:

RESOLVED That minute FBP20/21 Staff Resourcing and Clerk's Timesheet be referred back to committee for further discussion, all

other the minutes and recommendations of the Finance, Buildings & Personnel Committee dated 12 October 2020 be approved.

C20/74 Re-Wilding Wirksworth Community Group

A new group has formed in the town and has spoken in open forum at Environment and Town to explain their aims. They are seeking (non-financial) support of the Town Council.

RESOLVED that the council agree in principle to the establishment of the group and that the council revisit more formal acknowledgement and support as the group becomes more established including the possibility of a councillor representative on the group. Cllr Pollock to speak with representatives to raise the issue of ensuring co-ordination between other groups also involved in similar/linked initiatives within Wirksworth.

C20/75 Reopening High Streets Safely Fund – Derbyshire Dales (referred by E&T Committee)

Funding is available for the implementation of measures (linked to C19) within town centre. Any expenditure must meet strict criteria and must be spent by 31 March 2021, DDDC/DCC are seeking input from the Town Council on potential local initiatives.

RESOLVED that councillors should email the Clerk with any suggestions, these will need to be assessed and checked against the current guidelines to ensure that they are eligible and achievable, the Clerk and Mayor to determine whether any of the proposed measures should be progressed.

C20/76 Complaint – Market Stalls

A resident has complained about the market stalls being left in position when not in use by the Tuesday Market.

RESOLVED that the market stalls should remain in situ as part of the emergency budget measures, with a caveat that stall in front of the 'Lest we forget' gate be taken down after Tuesday Market (during the period up to w/e 13/11) to ensure there is a clear line of sight to the gates and unobstructed access to the war memorial.

C20/77 Impact of C19 on Tenant Leases (referred by FB&P Committee)

Several tenants have approached the Clerk seeking clarification on whether any further support/concession is available from the Town Council. FB&P Committee have discussed the matter but given the potential financial implications they have referred it for wider discussion by all council members.

RESOLVED that no further concession can be made at this time within the emergency budget.

8:10 Cllr Clamp left meeting and entered waiting room

C20/78 NOW Financial Support

Most of the skate park installation on Fanny Shaw's play area has now been removed, NOW are therefore seeking a reduced level of support to contribute towards the costs incurred for the removal and ongoing insurance.

RESOLVED that a grant of £1000 be made to the group.

8:15 Cllr Clamp returned to the meeting

C20/79 Emergency Budget and First draft Budget for 2021/22

FBP has reviewed proposed amendments required to the budget to ensure continuity of services through to March 2021, as well as initial draft for 2021/22, and referred this for discussion (and approval) by all councillors.

RESOLVED that the changes to the budget be applied to 2020/21 and that the draft budget be submitted for further discussion by councillors in November.

C20/80 Proposed contingency arrangements should a staff member test positive with Covid-19

RESOLVED that agree the proposed approach and note the potential impact on provision of services (appendix 1)

The meeting closed at 8.35 pm

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Chairman

Wirksworth Town Council PAYMENTS LIST

			Cheque No	Description	Supplier					
179	Rates	01/09/2020		Lloyds Current	Water	Water Plus	E	66.52	0.00	66.52
184	General Administration	01/09/2020		Lloyds Current	HR Support	Castle Associates	S	43.00	8.60	51.60
185	Managed Telecoms	01/09/2020		Lloyds Current	Internet	Emtel	S	42.90	8.58	51.48
188	Fannyshaw Community	01/09/2020		Lloyds Current	Internet	W3Z	S	29.16	5.83	34.99
189	General Administration	01/09/2020		Lloyds Current	Payroll	Sage	S	35.00	7.00	42.00
193	General Administration	01/09/2020		Lloyds Current	IT Support	Software Into Action	S	200.00	40.00	240.00
194	General Administration	01/09/2020		Unity Trust Current	IT Support	Software Into Action	S	123.50	24.70	148.20
220	Telephone	01/09/2020		Lloyds Current	Telephony	Daisy Communications	S	123.93	24.79	148.72
197	Fuel	04/09/2020		Lloyds Current	Gas -Memorial Hall	Corona Energy	L	73.50	3.68	77.18
198	Fuel	04/09/2020		Lloyds Current	Gas -Town Hall	Corona Energy	L	152.81	7.64	160.45
199	Maintenance	08/09/2020		Unity Trust Current	Maintenance works	Tradefast	S	100.00	20.00	120.00
200	Maintenance	08/09/2020		Unity Trust Current	Fire safety	Hollinsend Fire Safety	S	120.00	24.00	144.00
201	Maintenance	08/09/2020		Unity Trust Current	Fire safety	Hollinsend Fire Safety	S	120.00	24.00	144.00
202	General Administration	10/09/2020	FBP124/19	Unity Trust Current	Website	TRS Design Ltd	S	1,300.00	260.00	1,560.00
218	General Administration	10/09/2020		Unity Trust Current	IT Support	Software Into Action	S	150.00	30.00	180.00
191	Rates	10/09/2020		Lloyds Current	Rates	DDDC	Z	724.00	0.00	724.00
196	Rates	10/09/2020		Lloyds Current	Water	Water Plus	Z	44.87	0.00	44.87
195	Fuel	14/09/2020		Lloyds Current	Electricity	British Gas	L	44.46	2.22	46.68
190	Maintenance	14/09/2020		Lloyds Current	Electricity Careplan	British Gas	S	68.99	13.80	82.79
215	Rates	15/09/2020		Lloyds Current	Water	Water Plus	Z	80.83	0.00	80.83
216	General Administration	16/09/2020		Lloyds Current	Consumables	Cartridge People	S	37.42	7.48	44.90
212	Fuel	23/09/2020		Lloyds Current	Electricity	British Gas	L	57.36	2.86	60.22
214	Fuel	23/09/2020		Lloyds Current	Electricity	British Gas	L	10.80	0.54	11.34
213	Fuel	23/09/2020		Lloyds Current	Electricity	British Gas	S	156.53	31.30	187.83
203	Salaries	25/09/2020		Unity Trust Current	Salaries	Wirksworth Town Council	Z	3,197.87	0.00	3,197.87
204	Wages	25/09/2020		Unity Trust Current	Salaries	Wirksworth Town Council	Z	2,148.18	0.00	2,148.18
205	Salaries	25/09/2020		Unity Trust Current	Tax & NI	HMRC	Z	632.20	0.00	632.20
206	Wages	25/09/2020		Unity Trust Current	Tax & NI	HMRC	Z	141.51	0.00	141.51
207	Salaries	25/09/2020		Unity Trust Current	Pension contributions	DDDC	Z	928.33	0.00	928.33
208	Wages	25/09/2020		Unity Trust Current	Pension contributions	DDDC	Z	558.18	0.00	558.18
219	General Administration	25/09/2020		Lloyds Current	Bank charges	Lloyds Bank	Z	42.50	0.00	42.50
186	General Administration	28/09/2020		Lloyds Current	Internet	Zen	S	17.10	3.42	20.52
187	Telephone	28/09/2020		Lloyds Current	Telephony rental	BNP Paribas	S	109.71	21.94	131.65
209	Rates	29/09/2020		Lloyds Current	Water	Water Plus	Z	22.13	0.00	22.13
210	Rates	29/09/2020		Lloyds Current	Water	Water Plus	Z	22.13	0.00	22.13
211	Rates	29/09/2020		Lloyds Current	Water	Water Plus	Z	22.13	0.00	22.13

Wirksworth Town Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
192 General Administration	30/09/2020		Lloyds Current		Photocopier	Ricoh	S	244.51	48.91	293.42
217 General Administration	30/09/2020		Unity Trust Current		Bank charges	Unity Trust	Z	18.00	0.00	18.00
							Total	12,010.06	621.29	12,631.35

Appendix 1 – Response to a staff member testing positive with Covid-19

If a member of the council staff tests positive with C19 it will be necessary to self-isolate, this may result in other staff also having to self-isolate.

Depending which member of staff is involved, council services and operations will need to be reduced. At present there are 3 part-time office staff, 2 part-time caretakers and 1 caretaker cleaner. We also retain a retired member of the caretaking staff as an emergency keyholder.

Priority of service provision is as follows:

1. Core council administration, including council meetings
2. Maintaining the operation of Memorial Hall and Town Hall in a manner sufficient to allow tenants to continue to operate
3. Tuesday Market
4. Occasional letting of Town and Memorial Hall (e.g. Yoga, Slimming World)
5. Barmote Croft Public Toilets

As open spaces, play areas, the Meadows and Stoney Wood will remain open but may not be inspected during the period.

Possible response and impact on service provision if a staff member tests positive:

A: If only caretaking staff are required to self-isolate, office staff will take on the caretaking role for 2 weeks, and Barmote Croft Toilets will be closed.

B: If office staff are required to self-isolate, all systems can be accessed remotely and services including council meetings will continue whilst staff are well enough to undertake the work.

If both office and caretaking staff are required to self-isolate then, where possible, staff will focus on:

1. Core council administration
2. Full Council Meetings
3. Maintaining the operation of Memorial Hall and Town Hall in a manner sufficient to allow tenants to continue to operate. To do this, a retired member of caretaking staff has agreed to open and close both buildings and keep a check on the facilities.

All non-essential operations will cease during this time, such as Barmote Croft Toilets, Fanny Shaws Community Building, inspections of all outdoor spaces and facilities.

It may be possible to continue to operate the Tuesday Market using a combination of contractor and Councillor assistance.

*Public Health England may require a greater reduction or closure of council facilities.