

WIRKSWORTH TOWN COUNCIL

MINUTES OF THE MEETING OF WIRKSWORTH TOWN COUNCIL HELD ON MONDAY 15 March 2021 AT 6.30 PM (via Zoom)

C20/161 **Present:**
Cllr A Pollock (Chair), Cllr S Barker, Cllr M Casselden, Cllr A Clamp,
Cllr G Gratton, Cllr A Jordan, Cllr E McDonagh, Cllr J Stockell, Cllr P
Taylor and Cllr C Whittall

In attendance:
4 Members of the public, 3 representatives from Wyvern Rail/EVR
D Cllr P Slack, Alena Greenwood (Community Safety Officer, DDDC),
S Gratton (WTC officer), A Fussell (WTC officer) and Paul Jennings
(Town Clerk)

C20/162 **Apologies:**
Cllr C Foster Phillips, C Cllr Irene Ratcliffe and D Cllr Mike Ratcliffe

C20/163 **Members' Pecuniary Interests in Agenda Items:**

None declared.

C20/164 **Variation in Order of Business:**

None.

Open Forum opened 6:35pm

C20/165 **Open Forum:**

District Councillor reports: Cllr P Slack had circulated a written report
prior to the meeting and provided a verbal report.
Residents raised their concerns regarding the noise and fumes
generated by the operation of the Railway. Representatives of the
Railway provided brief background to recent engine movement and
use of larger diesel engines.

Cllr Clamp Joined 6:45pm; Open Forum closed 6:50pm

C20/166 **To confirm the accuracy of the Minutes of the Meeting of the
Wirksworth Town Council held on 15 February 2021**

RESOLVED that the minutes of the meeting of Wirksworth Town
Council dated 15 February 2021 were confirmed as a correct record.

C20/167 **Town Mayor's Announcements**

The Mayor had participated in a video message as part of the Twinning
Association and issued a statement regarding Stand Up To Racism
day.

C20/168 **Accounts Paid – February 2021**

RESOLVED that payment of the attached account in the sum of £26,934.78 be approved.

C20/169 **Minutes and recommendations of the Environment & Town Committee:**

RESOLVED That the minutes and recommendations of the Environment and Town Committee dated 1 March 2021 be approved.

C20/170 **Minutes and recommendations of the Finance, Buildings & Personnel Committee:**

RESOLVED That the minutes and recommendations of the Finance, Buildings & Personnel Committee dated 8 March 2021 be approved.

C20/171 **Community Safety**

To determine how to interface with the DDDC Community Safety Officer (following a presentation from Alena Greenwood, Community Safety Officer, DDDC.)

RESOLVED That the council should note that Alena's priorities will be driven by recorded crime statis. Therefore residents should always be encouraged to report crime (including ASB) to ensure that Alena is aware of where problems are occurring and allocate resources appropriately. To ensure issues/ matters escalated to Alena are dealt with in a timely fashion, contact should be via communitysafety@derbyshiredales.gov.uk

C20/172 **Railway Liaison**

Cllr Pollock and Cllr Gratton have met with representatives from EVR to raise resident/councillor concerns regarding the impact of the railway's operation on residents. A further liaison meeting is proposed on Wednesday 24th March, with the suggestion that meetings be held on a six-monthly basis, to allow continued liaison between Town Council and railway.

In addition, a resident has contacted all councillors and asked that the Council liaise with the railway in order to reduce the impact (noise/diesel fumes) of the railway operations on residents' amenity.

RESOLVED That the Clerk approach the Environmental Health team at DDDC to request that an investigation be undertaken to assess the impact of noise/pollution on residents from the operations of the Railway. That the Clerk write to the representatives of the railway to advise them of the Council's request to establish and facilitate a wider 'liaison group' to allow dialogue between residents and the railway. That Cllr Pollock and Cllr Gratton meet with representatives of the railway on 24th March with discussion to include the proposal for a broader liaison group and report back to council at a future meeting.

- C20/173 **Proposed change to Boundary – Wirksworth Ward**
Further amendments have been proposed to the local government boundary commissioning (draft) proposals in regard to boundaries which will impact the representation and coverage of Wirksworth ward.
- RESOLVED That the council support the amendments to the boundary change proposed by D Cllr P Slack.
- C20/174 **Meadows Consultation**
To discuss the (draft) summary of the first stage of consultation undertaken in 2020 and to consider which consultation stage should now be adopted to resume progress in 2021, as part of the consultation process agreed in December 2019.
- RESOLVED That Stage 1 of the consultation be “unpaused” and that the council publicise that it is seeking further contributions from residents with a closing date of 30th April. The Clerk to prepare an outline timetable of the next stages based upon this new deadline.
- C20/175 **“Thank You NHS” Bench**
A resident has proposed the idea of a bench that would commemorate the work done by the NHS through the Covid-19 pandemic.
- RESOLVED That the Council feel that a wider acknowledgement of everyone’s contributions throughout the pandemic would be more appropriate and discussion should be deferred until the pandemic has passed.
In regard to this specific request from a resident, it is proposed that at present this remain a matter for discussion between the resident and the landowner (Hannage Brook Surgery).
- C20/176 **Resumption of Face to Face Meetings**
To consider possible contingency options available to minimise or counteract the implications of the Government revoking the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 on 7th May 2021.
- RESOLVED That in the event that the legislation is revoked, that the annual Town Council meeting be held on 4th May and that an interim scheme of delegation be introduced to allow council business to proceed without a requirement for face to face meetings.
- C20/177 **Re-opening Council Buildings**
Outline of the stages and measures to be taken over the coming months.
- RESOLVED That the approach (shown in appendix 1) be adopted.

C20/178

Market Stalls

From 1st April it is proposed that the market stalls will be dismantled and erected for the Tuesday Market on a weekly basis. Since March 2020, events using the space have had the benefit of the using the stalls in-situ, without paying for any costs to move the stalls.

RESOLVED That the stalls be dismantled and erected as proposed, but where a community event occurs at the weekend the Clerk may leave the stalls up to minimise the costs incurred.

C20/179

Emergency Budget

For the financial year 2020/21 the council has operated with an emergency budget. To control expenditure, all financial decisions have been referred to full council for discussion. The revised budget for 2021/22 reflects the reduced income, with a reduction in expenditure to balance the budget. The process could now be normalised back to pre-Covid basis outlined in the Financial Regulations, with committees delegated to discuss and recommend expenditure (subject to set limits in the Fin. Regs).

RESOLVED That with effect from 1st April 2021, discussions, decisions, and protocol in regard to financial decisions to follow the procedures and delegations outlined in Financial Regulations.

The meeting closed at 8.15pm

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Chairman

Appendix 1
Wirksworth Town Council
Re-Opening Public Buildings Outline

All dates are based on the current government roadmap which states 'not before' so these dates may be pushed back to allow for changes to Government's plans and/or date restriction.

There remains an element of uncertainty regarding the detailed requirements to be adhered to within each stage e.g. Face Masks were required in public buildings, but they were also considered a mitigating factor when determining adherence to 2m/1m+ rule.

March

Contact all regular room users and establish if they intend to hold classes/room hire in the Town Hall & Memorial Hall when restrictions are reduced / lifted.

12 April

- Start to consider Funeral Wakes and Weddings for maximum 15 persons on a case-by-case basis.
- Room bookings require a potential hirer to provide a risk assessment before their booking can be agreed (only Wakes & Weddings as per above)
- Doors are to be left open to increase ventilation.
- Continue with one way route in place in both buildings which also minimises touch points
- No access to kitchens.
- Hirers are actively discouraging the use of toilets by room users.
- There will be an increased regime of cleaning, including primary touch surfaces.

17 May

- All hirers subject to receipt of a satisfactory risk assessment covering COVID-19.
- Weddings & wakes can be accepted with a maximum of 30 persons.
- Kitchen and smaller rooms may be hired subject to capacity restrictions and risk assessments and potential impact on one way flow of room users.
- Maximum ventilation measures must still be in place.
- Indoor exercise classes can be booked – maximum persons not yet known but based on previous guidance 29 people in Main Hall or 21 Memorial Hall, unless additional mitigating measure are taken e.g. face masks
- One way system to remain for regular hires (more difficult to enforce for weddings & wakes, but room hirers will be asked to address measures in their risk assessment)
- Floors will not be cleaned between each booking when undertaking their own risk assessments. (there two factors behind this decision –the floor often remains damp for extended period due to the increased ventilation, and there is insufficient

caretaking resource to ensure that this task is always completed). Mitigating measures such as yoga mats are being used.

- Hirers are responsible for cleaning between classes where they have back-to-back bookings e.g. Slimming world hold 3 consecutive classes
- Additional measures were required if hirers require the use of furniture, with a 72-hour dwell period between use of equipment if seats are used (due to the fabric seat pad).
- The current toilet restrictions to remain in place, consider lifting during one off events, such as wedding and wakes. A dedicated staff toilet has been created (previously Gentlemen), with room user (unisex) toilet access to disabled and upstairs toilets (previously Ladies).
- There are physical barriers to discourage room users accessing the staff/tenant's facilities.
- Negotiations are now ongoing with the library who requested segregated a staff toilet as part of the measures taken for the reopening of the library.
- The wearing of facemasks will still apply if government legislation dictates, if no guidelines in place, room users will be asked to consider wearing them in communal areas.

21 June

Most restrictions are due to be lifted and major events such as sporting and music, along with nightclubs reopening, so all room hire requests will be considered as per pre Covid-19 restrictions.

This plan is based on the Government road map in-place at the time of writing (<https://www.gov.uk/government/publications/covid-19-response-spring-2021/covid-19-response-spring-2021-summary>) and will be updated as the roadmap is amended, and further clarifying guidance is received from the government.

Wirksworth Town Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
372	01/02/2021		Lloyds Current		HR Support	Castle Associates	S	43.00	8.60	51.60
376	01/02/2021		Lloyds Current		Payroll	Sage	S	35.00	7.00	42.00
379	01/02/2021		Lloyds Current		IT Support	Software Into Action	S	200.00	40.00	240.00
381	01/02/2021		Lloyds Current		Internet	W3Z	S	29.16	5.83	34.99
387	01/02/2021		Lloyds Current		Telephony	Daisy Communications	S	123.93	24.79	148.72
382	01/02/2021		Lloyds Current		Refuse collection	DDDC	Z	247.00	0.00	247.00
383	01/02/2021		Lloyds Current		Refuse collection	DDDC	Z	247.00	0.00	247.00
385	02/02/2021		Unity Trust Current		Paint	Seymour Interiors	S	176.67	35.33	212.00
413	02/02/2021		Unity Trust Current		IT Support	Software Into Action	S	148.00	29.60	177.60
375	03/02/2021		Lloyds Current		Gas -Town Hall	Corona Energy	S	453.54	90.71	544.25
377	03/02/2021		Lloyds Current		Electricity Careplan	British Gas	S	68.99	13.80	82.79
380	03/02/2021		Lloyds Current		Gas -Memorial Hall	Corona Energy	S	301.50	60.30	361.80
384	04/02/2021		Unity Trust Current		IT Support	Software Into Action	S	148.00	29.60	177.60
388	04/02/2021		Unity Trust Current		Accountancy services	Scribe	S	730.50	146.10	876.60
389	04/02/2021		Unity Trust Current		Consumables	Irongate	S	31.74	6.35	38.09
390	04/02/2021		Unity Trust Current		Consumables	Irongate	S	263.83	52.77	316.60
391	10/02/2021		Lloyds Current		VAT	HMRC	Z	686.07	0.00	686.07
404	11/02/2021		Lloyds Current		Electricity	British Gas	L	8.82	0.44	9.26
393	11/02/2021		Unity Trust Current		Maintenance works	Peak Playgrounds	S	2,245.00	449.00	2,694.00
394	11/02/2021		Unity Trust Current		Maintenance works	Peak Playgrounds	S	4,405.00	881.00	5,286.00
395	11/02/2021		Unity Trust Current		Grit bin maintenance	Salisbury & Wood	S	509.60	101.92	611.52
396	11/02/2021		Unity Trust Current		Fire safety	Hollinsend Fire Safety	S	125.00	25.00	150.00
397	11/02/2021		Unity Trust Current		Fire safety	Hollinsend Fire Safety	S	125.00	25.00	150.00
392	11/02/2021		Unity Trust Current		Advert	Community Fayre	Z	25.00	0.00	25.00
398	11/02/2021		Unity Trust Current		Pension contributions	DCC	Z	1,339.35	0.00	1,339.35
399	11/02/2021		Unity Trust Current		Pension contributions	DCC	Z	856.11	0.00	856.11
400	11/02/2021		Unity Trust Current		Tax & NI	HMRC	Z	1,359.55	0.00	1,359.55
401	11/02/2021		Unity Trust Current		Tax & NI	HMRC	Z	448.31	0.00	448.31
402	11/02/2021		Unity Trust Current		Salaries	Wirksworth Town Council	Z	3,167.38	0.00	3,167.38
403	11/02/2021		Unity Trust Current		Salaries	Wirksworth Town Council	Z	4,255.39	0.00	4,255.39
378	12/02/2021		Lloyds Current		Electricity	British Gas	L	41.53	2.07	43.60
408	22/02/2021		Lloyds Current	8735	Mayors Charity	Aquabox	Z	1,650.00	0.00	1,650.00
373	23/02/2021		Lloyds Current		Internet	Emtel	S	42.90	8.58	51.48
405	23/02/2021		Lloyds Current		Bank charges	Lloyds Bank	Z	25.00	0.00	25.00
407	25/02/2021		Lloyds Current		Electricity Careplan	British Gas	S	71.24	14.25	85.49
409	25/02/2021		Unity Trust Current		Consumables	Irongate	S	38.32	7.66	45.98

**Wirksworth Town Council
PAYMENTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
410 Training	25/02/2021		Unity Trust Current		Training	DALC	Z	60.00	0.00	60.00
411 Maintenance	25/02/2021		Unity Trust Current		Window cleaning	G and M Beech	Z	80.00	0.00	80.00
412 Maintenance	25/02/2021		Unity Trust Current		Window cleaning	G and M Beech	Z	40.00	0.00	40.00
406 General Administration	26/02/2021		Lloyds Current		Bank charges	Lloyds Bank	Z	16.65	0.00	16.65
Total								24,869.08	2,065.70	26,934.78