

## WIRKSWORTH TOWN COUNCIL

### MINUTES OF THE MEETING OF WIRKSWORTH TOWN COUNCIL HELD ON MONDAY 15 November 2021 AT 6.30 PM

C21/56 **Present:** Cllr E McDonagh (chair), Cllr S Barker, Cllr A Clamp, Cllr A Pollock, Cllr P Taylor, Cllr J Stockell and Cllr C Whittall.

In attendance: 1 member of public, D Cllr D Greatorex, C Cllr D Murphy and Paul Jennings (Town Clerk)

C21/57 **Apologies:** Cllr Casselden, Cllr C Foster Phillips, & Cllr A Jordan,

C21/58 **Members' Pecuniary Interests in Agenda Items:**  
None declared.

*Open Forum opened 6:35pm*

C21/59 **Open Forum:**

District Councillor reports: Cllr Greatorex provided a verbal update.  
County Councillor report: Cllr Murphy provide a written report in advance of the meeting and then provided a verbal update.

*Open Forum closed 6:55pm*

C21/60 **Minutes of the meeting of the Wirksworth Town Council 18 October 2021:**

**RESOLVED** that the minutes of the meeting of Wirksworth Town Council dated 18 October 2021 were confirmed as a correct record.

C21/61 **Town Mayor's Announcements**

Cllr McDonagh reported that she had attended the Scouts AGM, Remembrance parade and had accepted the honorary position of president of Twinning for 2021/22.

C21/62 **To receive the recommendations contained in Notes from Working Parties**

Environment & Town dated 1 November 2021  
Finance, Buildings & Personnel dated 8 November 2021

**RESOLVED** to adopt the recommendations of the Environment and Town Working Party dated 1 November 2021 and Finance, Buildings & Personnel Working Party dated 8 November 2021.

C21/63 **Accounts Paid**

October 2021 in the sums £17449.91

**RESOLVED** that payment of the attached account in the sums of £17449.91 be approved.

- C21/64      **Process for Co-option**  
To consider any further actions (resolution C21/47), after DDDC Electoral Services confirmed on 1 November that a casual vacancy now exists and can be filled by co-option.
- RESOLVED that given the level of interest in the vacancy and the potential that more than 3 candidates might stand for co-option, that each candidate be asked to submit a written statement prior to attending the January meeting. The statement (of no more than 300 words) should address the same question as will be posed to all candidates for their in person presentation to council to ensure that the order in which candidates present to the council does not create any undue advantage or disadvantage. The clerk to seek clarification on the voting procedures in the event that there are 4 or more candidates.**  
**That alongside the Clerk, Cllr McDonagh represent councillors at each introductory meeting to be offered to potential candidates thereby ensuring consistency of information across all meetings.**
- C21/65      **Church Walk Art Installation**  
A draft letter of agreement is required to outline responsibilities of all parties.
- RESOLVED that the a minor amendment be made to the period and phrasing in respect of storage of the artwork in the event of damage requiring repair or replacement. All other elements of the draft were approved and the clerk to now proceed with issuing the agreement to the donor.**
- C21/66      **Traffic Order – The Dale and Greenhill**  
DCC Highways are consulting on retaining the existing parking restrictions originally introduced in 2020 under Covid legislation (in response to mass trespass into Middle Peak Quarry).
- RESOLVED that the order be supported.**
- C21/67      **Meadows**  
Councillors and officers have now completed introductory meetings with 5 prospective designers and are able to recommend a shortlist of 3 which to move forward with.
- RESOLVED that the council now move forward with a shortlist of 3 designers. Cllr Clamp, Cllr Pollock and Cllr Taylor be delegated with the process of liaising with the 3 designers in order to select a single partner for the project.**
- C21/68      **Budget and Precept 2021/22**  
To consider draft budget and to take into consideration any potential / additional expenditure and to then determine how this might be funded (through increase in precept and/or reduction in other planned expenditure).

**RESOLVED that the precept level be held again for a further year at £194000 to provide funds to progress the Meadows and also to start the Neighbourhood Plan review.**

C21/69

**Defibrillator Training**

The clerk provide a brief demonstration of the Town Hall defib.

**RESOLVED that the matter be noted.**

C21/70

**Committee/Working Party Membership**

To agree a revised membership for the Finance, Building and Personnel.

**RESOLVED that the membership be expanded to include Cllr Barker**

C21/71

**DDDC Liaison meeting**

To agree an additional councillor to join these meetings (currently Cllr Clamp, Cllr Whittall and Mayor).

**RESOLVED that the 3 further councillors (Cllr Barker, Cllr Pollock & Cllr Taylor) be nominated to be the 3<sup>rd</sup> attendee in place on the mayor during the remainder of 20/21**

C21/72

**Staffing Matters**

The clerk sought agreement to budget of £500 to deal with a staffing matter.

**RESOLVED that the clerk be given discretion on the matter with a budget of £500.**

*The meeting closed at 8.25pm*

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Chairman

# Wirksworth Town Council

## PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
265	General Administration	01/10/2021		Lloyds Current Account		HR Support	Castle Associates	S	43.00	8.60	51.60
269	Fannyslaw Community Building	01/10/2021		Lloyds Current Account		Internet	W3Z	S	29.16	5.83	34.99
273	General Administration	01/10/2021		Lloyds Current Account		IT Support	Software Into Action	S	338.00	67.60	405.60
279	Telephone	01/10/2021		Lloyds Current Account		Telephony	Daisy Communications	S	129.13	25.83	154.96
270	General Administration	04/10/2021		Lloyds Current Account		Payroll	Sage	S	50.00	10.00	60.00
278	General Administration	04/10/2021		Lloyds Current Account		Photocopier	Ricoh	S	75.00	15.00	90.00
276	Fuel	06/10/2021		Lloyds Current Account		Gas -Memorial Hall	Corona Energy	L	85.69	4.28	89.97
277	Fuel	06/10/2021		Lloyds Current Account		Gas -Town Hall	Corona Energy	S	176.43	35.29	211.72
290	General Administration	08/10/2021		Lloyds Current Account		Advert	Facebook	C	9.99		9.99
272	Rates	10/10/2021		Lloyds Current Account		Rates	DDDC	Z	564.00		564.00
301	Rates	11/10/2021		Lloyds Current Account		Rates	DDDC	Z	4,928.00		4,928.00
298	General Administration	14/10/2021		Unity Trust Current Account		Annual license	Software Into Action	S	145.83	29.17	175.00
291	General Administration	19/10/2021		Lloyds Current Account		Petty Cash	Wirksworth Town Council	Z	100.00		100.00
280	Fuel	22/10/2021		Lloyds Current Account		Electricity	EDF Energy	L	79.52	3.98	83.50
282	Fuel	22/10/2021		Lloyds Current Account		Electricity	EDF Energy	L	21.48	1.07	22.55
283	Fuel	22/10/2021		Lloyds Current Account		Electricity	EDF Energy	L	62.10	3.11	65.21
281	Fuel	22/10/2021		Lloyds Current Account		Electricity	EDF Energy	S	218.68	43.74	262.42
284	Maintenance	22/10/2021		Unity Trust Current Account		Annual inspection	Lightening Strike	S	160.00	32.00	192.00
285	Maintenance	22/10/2021		Unity Trust Current Account		Maintenance works	The Ideal Group	S	865.00	173.00	1,038.00
286	Maintenance	22/10/2021		Unity Trust Current Account		Duplicate	Irongate	S	70.00	14.00	84.00
287	Maintenance	22/10/2021		Unity Trust Current Account		Consumables	Irongate	S	33.95	6.79	40.74
288	Maintenance	22/10/2021		Unity Trust Current Account		Duplicate	Irongate	S	68.48	13.70	82.18
289	Training	22/10/2021		Unity Trust Current Account		Training	One Call Training	S	240.00	48.00	288.00
299	Mayors Ball	22/10/2021		Unity Trust Current Account		Refund	Wendy Amis	Z	137.50		137.50
275	General Administration	23/10/2021		Lloyds Current Account		Bank charges	Lloyds Bank	Z	25.00		25.00
266	Managed Telecoms	25/10/2021		Lloyds Current Account		Internet	Emtel	S	36.95	7.39	44.34
271	Maintenance	25/10/2021		Lloyds Current Account		Electricity Careplan	British Gas	S	71.16	14.23	85.39
292	Salaries	25/10/2021		Unity Trust Current Account		Salaries	Wirksworth Town Council	Z	3,413.20		3,413.20
293	Wages	25/10/2021		Unity Trust Current Account		Salaries	Wirksworth Town Council	Z	2,126.74		2,126.74
294	Salaries	25/10/2021		Unity Trust Current Account		Pension contributions	DCC	Z	991.00		991.00
295	Wages	25/10/2021		Unity Trust Current Account		Pension contributions	DCC	Z	556.38		556.38
296	Salaries	25/10/2021		Unity Trust Current Account		Tax & NI	HMRC	Z	688.32		688.32
297	Wages	25/10/2021		Unity Trust Current Account		Tax & NI	HMRC	Z	148.38		148.38

268	Telephone	27/10/2021	Lloyds Current Account	Telephony rental	BNP Paribas	S	69.71	13.94	83.65
300	Maintenance	27/10/2021	Lloyds Current Account	PPE	Screwfix	S	63.32	6.66	69.98
267	General Administration	28/10/2021	Lloyds Current Account	Internet	Zen	S	17.10	3.42	20.52
274	General Administration	28/10/2021	Lloyds Current Account	Bank charges	Lloyds Bank	Z	25.08		25.08
						<b>Total</b>	<b>16,863.28</b>	<b>586.63</b>	<b>17,449.91</b>