



# WIRKSWORTH TOWN COUNCIL

TOWN HALL, WIRKSWORTH, DERBYSHIRE DE4 4EU

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Clerk to the Town Council & Responsible Financial Officer:

Paul Jennings

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

12 July 2022

Dear Councillor,

You are hereby summonsed to the Meeting of Wirksworth Town Council on MONDAY 18 July 2022 at 6.30 p.m. in the Town Hall, Wirksworth.

**Admission of public: If you wish to join the meeting, please contact the Town Clerk for full meeting details including Covid precautions.**

## 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)*
  - *Police Matters (A police representative may be in attendance to offer information or respond to questions from Councillors on Police matters)*
  - *Cllrs with a pecuniary interest making representations, answering questions or giving evidence relating to the business to be transacted*
  - *District & County Councillor Reports*
5. **To confirm the accuracy of the Minutes of the Meeting of the Wirksworth Town Council held on 20 June 2022 (attached)**
6. **Town Mayor's Announcements**
7. **To receive the recommendations from Committees:-**
  - *Environment and Town dated 4 July 2022 (attached)*
8. **Community Grant (attached) Deferred from FB&P**

*Stoney Wood group have requested the annual (budgeted) grant of £2200.*
9. **Clerical Staff Deferred from FB&P**

*To approve increments under NJC contracts for Clerical Staff.*
10. **Health Plan (attached) Deferred from FB&P**

*At the request of staff members, information has been sought regarding the potential to offer a (employee funded) Health Scheme in the same manner as that provided by Derbyshire Dales District Council.*
11. **Flag Poles (attached) Deferred from FB&P**

*The existing flag poles have been assessed and the engineer has advised that all the back plates should be replaced or removed. Quote now received to either remove or repair/replace existing equipment. Public buildings should follow established flag etiquette, the presence of additional flag poles provides greater flexibility to fly other flags alongside the Union Jack.*

## 12. Accounts Paid

June 2022 in the sum of £ 22,874.48.

## 13. Twinning (attached)

Wirksworth Twinning Association have advised that it will be the 30th anniversary of twinning with Die in 2023 and Wirksworth will be the host town.

## 14. Staff Recruitment

To ratify the appointment of Town Council staff (Clerk was delegated to fill staff vacancies).

*LGA 1972 s112 – a local council is required to appoint only such proper officers as it deems necessary.*

## 15. Appointment of Internal Auditor

The auditor for 2021/22 has retired and it is proposed that the new DALC Auditor Service which is being established be used for 2022/23.

## 16. Schedule of Delegation (attached)

It is proposed that the current process of delegation be formalised with the creation a scheme covering routine/frequent tasks to ensure roles and responsibilities are more transparent.

## 17. Stoney Wood Car Park/ DDDC Travellers Provision

Derbyshire Dales DC are scheduled to discuss the provision of Travellers Sites within the District.

## 18. Wirksworth Rotary Club

The group will be disbanding due to falling numbers. The group arranges and organises the Christmas Tree and Lights Switch-on for the Town (amongst many other projects) and have offered to donate the lights to the Town Council.

## 19. Parish and Town Council Liaison Forum

To delegate a representative to attend the event organised by Derbyshire County Council for Parish and Town Councils.

## 20. Meadows

Update on timetable following the briefing of the designers (Urban Wilderness)

## 21. Delegated Decisions (appendix 1)

Open and Accountable Local Government Aug 2014 specified that any decisions taken using delegated powers should be recorded.

## 22. Delegation of Powers

To address any urgent issues which require action during council recess in August.

## 23. Town Councillor Representative Reports



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### Appendix 1

#### **Delegated Decisions**

Date	Decision Taken	Alternative Options Considered and/or background information
28/06/22	To undertake emergency works to deal with water leak above Library (Clerk authorised all works using H&S powers given the danger posed to public, library staff and TC	On 27/6/22, the library cleaner reported that there was a small leak coming through the ceiling, based upon past experience of leaks in this part of the building, this was assumed to be a result of the heavy rains. On 28/6/22, upon opening the building, the volume of water had increased indicating that the issue was more likely to be related to plumbing. A TC contractor came on site to help assess the problem and advised that it might be necessary to remove a portion of the ceiling. Given the presence of Asbestos in the building advice was also sought from DCC. As

	staff – the ceiling did eventually fall in).	the library is DCC tenanted space they also called out their own contractors. An old lead pipe was discovered to be leaking in the void space behind the kitchen above the library. Unfortunately, the pipe is not part of the existing water supply with the Town Hall and it was not possible to turn off the supply. The ceiling collapsed due to the volume of water. The issue was escalated to specialist team able to work on pressurised lead piping and the leak was eventually capped. There remains a lead pipe within the building that has no stopcock and it is recommendation of the plumbers that further works be undertaken to trace and cap the pipe at its source to prevent further issues.
04/07/22	To begin recruitment of a caretaker.	The reason for requesting the use of delegated powers is to speed up the process of recruitment and minimise any potential gap in resourcing following the resignation of member of caretaking staff.