



WIRKSWORTH TOWN COUNCIL

TOWN HALL, WIRKSWORTH, DERBYSHIRE DE4 4EU

Email: enquiries@wirksworth.gov.uk

Website: www.wirksworthtowncouncil.gov.uk

Clerk to the Town Council & Responsible Financial Officer:

Paul Jennings

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

11 October 2022

Dear Councillor,

You are hereby summonsed to the Meeting of Wirksworth Town Council on MONDAY 17 October 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 3 October 2022 (attached)**
6. **Town Mayor's Announcements**
7. **To receive the recommendations from Committees:-**
 - *Environment & Town – this meeting was instead replaced by a full council meeting*
 - *Finance, Buildings and Personnel dated 10 October 2022 – meeting inquorate*
8. **Accounts Paid**

September 2022 in the sums of £ 19,010.96.

The following 3 items would normally be dealt with by Finance Building and Personnel Committee meeting which was inquorate.
9. **Community Grant – Festival £300 (attached)**

A request for financial support with "paint the Tunnel" project.
10. **Flag Poles (attached)**

Referred back, as contractor has advised of a mistake in their original quote. Actual costs of replacing 3 existing flag poles is £1526.90 exc VAT.
11. **Financial Procedures and Regulations (attached)**

During the pandemic many of the procedures normally undertaken were not followed (in part due to in-person nature of such checks e.g. wet signatures). It is good practice to review all

policies/procedures and it is proposed that these procedures (Debit Card & Payment Procedures) now either be formalised by inclusion within Financial Regulations or be dispensed with.

The remaining items are matters for full council.

12. Budget and Precept (attached)

An initial draft of the proposed budget for 2023/24 has been prepared, as well as proposed amendments to the budget for 2022/23 in light of the past 6 months expenses. To mitigate the shortfall in budget it is proposed that occasional lettings pricing be increased by 5% and Tuesday market stalls pricing be increased.

13. Meadows

The Town Council does not have sufficient resources to fund the proposed design works on the Meadows and therefore additional funding options could be explored.

14. Scheme of Delegation (attached)

A draft document has been prepared outlining delegated powers of councillors and officers.

15. Heritage Centre (attached)

Request for a Letter of Support for National Heritage Lottery Fund grant application.

16. Christmas Arrangements

Wirksworth Town Council will be arranging the Christmas Tree and Light Switch on ceremony, to help defray costs a Christmas Market could be arranged by the Town Council.

17. Town Councillor Representative Reports



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