



# WIRKSWORTH TOWN COUNCIL

TOWN HALL, WIRKSWORTH, DERBYSHIRE DE4 4EU

Email: [enquiries@wirksworth.gov.uk](mailto:enquiries@wirksworth.gov.uk)

Website: [www.wirksworthtowncouncil.gov.uk](http://www.wirksworthtowncouncil.gov.uk)

Clerk to the Town Council & Responsible Financial Officer:

Paul Jennings

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

27 September 2022

Dear Councillor,

You are hereby summonsed to the Meeting of Wirksworth Town Council on MONDAY 3 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 18 July 2022 (attached)**
- 6. Town Mayor's Announcements**
- 7. To receive the recommendations from Committees:-**
  - *Environment and Town dated 5 September 2022 (attached)*
- 8. Accounts Paid**

July 2022 and August 2022 in the sums of £ 24,552.38 and £ 35,380.03.
- 9. Memorial for Cllr Gladwyn Gratton**

The family of Councillor Gratton have donated a board to display past chairs of Wirksworth Town Council, quotes has been sought from signwriters to complete the board and to also update the existing honour boards.
- 10. Climate Emergency Declaration**

Environment and Town recommend a resolution: The Council has resolved to continue with the current policy in regard to the declaration of a climate emergency and will not entertain further correspondence on this subject until April 2023.
- 11. Option to opt out of the SAAA central external auditor appointment arrangements**

Under the Local Audit (Smaller Authorities) Regulations 2015, SAAA is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms. All authorities must be

given the option to opt-out of the central procurement and appointment scheme and appoint their own external auditor for the next 5-year period (although the process is onerous for smaller authorities).

## **12. Insurance**

The council's insurance provider has moved to Aviva from The Military Mutual Ltd (after the TMM withdrew from local council market). The change has prompted a further review of the current insurance provision – the new insurer provides the ability to specifically insure War Memorials as well as the Christmas lights.

## **13. Christmas Arrangements**

With the closure of Wirksworth branch of Rotary, there is currently no group making any arrangements for the Christmas Tree and Light Switch on. It is proposed that the Town Council take on this obligation.

## **14. Closure of Wirksworth Infant School (prev circulated)**

Derbyshire County Council are consulting on the proposed closure of 1 site.

## **15. Tarmac Meeting (attached)**

A brief update has been provided regarding the proposed development along with a request for a meeting to enable a more detailed discussion and update.

## **16. External Audit (attached)**

To receive the auditor's report for 2021-22

## **17. Pigeon Deterrent**

A quote (in excess £5000) has been received from the The Bird Control Company to tackle the issues created by pigeons roosting at the Town Hall.

## **18. Delegated Decisions (appendix 1)**

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

*The remaining items would normally form part of the Environment and Town Committee agenda which this meeting of the full council replaces (if quoracy can be maintained, Councillors who are not members of E&T committee may leave)*

## **19. To confirm the accuracy of the Minutes of the Meeting of the Environment and Town Committee held on 5 September 2022 (previously circulated)**

## **20. Budget**

To consider any potential / additional expenditure required in the following financial year.

## **21. Kingsfield Play Area**

The planned works to the trees was delayed to allow the Ash trees to be assessed (when in full leaf), it has now been confirmed that the trees are suffering from Ash Die Back and will require removal.

## **22. Nature Recovery Report by DWT**

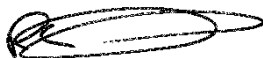
DWT gave a presentation to councillors, staff and community group representatives to explain the new service (fee) being offered to parishes

## **23. Memorial Bench (attached)**

A request has been received for a memorial plaque to be placed on one of the benches in the space adjacent to the Memorial Hall (original request was for the tree seat on the Cruck Beam

## **24. Planning Applications received (Delegated Planning - Appendix 2)**

## **25. Planning Decisions & Appeals (Appendix 3)**



Paul Jennings

Clerk to the Town Council & Responsible Financial Officer

## Appendix 1

### Delegated Decisions

Date	Decision Taken	Alternative Options Considered and/or background information
28/7/22	To renew insurance policy	<p>The brokers tried contacting Town Clerk when he was off in May regarding renewal– as they were told the TC was on sick leave they held off chasing. They reengaged at the beginning of July to advise that the current insurer was withdrawing from the market and sector and therefore they required additional information to allow them to seek revised quotes. The broker also warned that the market was seeing unprecedented turmoil and that the prices would go up.</p> <p>They have finally secured an insurer to cover us and provided indicative terms and quote on 28/7/22, with the existing cover expiring on 31/7/22.</p> <p>The costs have gone up substantially from circa £7000 in our budget to £ 11,224.26 .</p> <p>Given the short timescales until cover expires, there is no time to seek alternative arrangements, albeit the cover has been arranged via broker who has already sought best value.</p> <p>The increased costs are above the budgeted amount, and therefore approval was sought via delegation to accept the terms of the quote.</p>
16/8/22	To appoint new Caretaker	<p>Previously, the clerk would appoint staff after consulting with the chair of FB&amp;P. DALC have suggested that this isn't best practice if it is not explicitly covered with delegated powers (which are currently in the process of be reviewed and introduced)</p>
12/9/22	Request for a £500 Community Grant for NOW to support work on the “discover Wirksworth” website	<p>Request for a £500 Community Grant for NOW to support work on the “discover Wirksworth” website</p> <p>The project is ongoing but the group need clarity on finances to allow this work to proceed, the promotion of the town has previously been supported by the council (with grant funding), and a delay in any decision will impact the delivery timetable of this work which seeks to benefit the whole town.</p> <p>That a grant of £500 be made (from Town Promotions line 40). The Town Council has provided financial support to NOW on numerous occasions in their work to promote the Town, including the website A modest budget was allocated in this financial year to support the promotion of the Town as the economy recovers from the impact of the pandemic. The website represents an important element of the visitor offering within the town, and therefore supports the local economy.</p>
12/9/22	Change to the contractual terms of the staff	<p>The matter has been outstanding since before recess when the council tasked me with looking at the staff resources in light of additional tasks anticipated in Q3/4 and the clerk's recent illness. A decision now will allow the change to be implemented at the start of October to coincide with the end of H1.</p>

12/9/22	Approval of a grant of £500	<p>Request for a £1000 Community Grant from Wirksworth Traders Association to Support Wizarding Day</p> <p>The application was made with little more than a month before the event (9/10/22), requiring that a decision be taken by FB&amp;P and ratified by Council in September, but there will be no meetings during this period.</p> <p>That a grant of £500 be made (from Donations line 38). The event promotes Wirksworth to a wide audience attracting visitors from far and wide, and therefore the Council would wish to support this activity. However, there is a lack of clarity in the application and as the grant application has been submitted after much of the arrangements are already in place there will be no acknowledgement of the Town Council contribution within the publicity – a key condition of community grants. Furthermore, the level of background information, including accounts, is not sufficient to meet the increased scrutiny required when making grants of £1000. The group are to be encouraged to engage with the council at the outset of any future event to ensure that this situation is avoided with further applications.</p>
12/9/22	That the clerk proceed with the purchase of the playbark at a cost of (approx.) £700+vat	<p>The council directed the clerk to take action to address the issues identified by RoSPA safety report for the various outdoor spaces including Kingsfield Play Area. The cost of the play bark exceeds the clerk's delegated spending authority, and given the elapsed time finding a supplier it is not reasonable to use H&amp;S as the reason not to seek council approval to proceed. The costs of remedial (&amp; repair works following vandalism) to the site have already resulted in a budget overspend (on line 23 Kingsfield Play Area £1000 spent £1724.21).</p>
12/9/22	Provide a £500 Community Grant from Wirksworth Transition Community Land Trust to support Future Fit Homes for Wirksworth & Middleton Project	<p>The project is ongoing but there is an event at the beginning of November and confirmation of the council support will allow the group to plan (and ensure the council is acknowledged in publicity) etc..</p> <p>That a grant of £500 be made (from Donations line 38). The project fits with the Town Council's stance on Climate change, in seeking to reduce carbon footprint, but also those homes that take action will also be taking steps to mitigate the impact of high energy prices. The group makes reference to Middleton which has a separate parish council and the group will be encouraged to also seek support from MPC to avoid any implication that WTC are supporting residents outside the parish boundary with the community grant.</p>
12/9/22	That the council proceed with the Tree, and that the staff be delegated to determine how a light switch on might proceed including liaison with Traders/Peace Ceremony	<p>Request for approval to proceed on the basis that the Town Council will take responsibility for the erection of the Christmas Tree and may arrange a light switch on.</p> <p>The matter was referred to council before recess, with a request to come back in September for a further discussion on how this might be undertaken by the council – the general consensus from councillors during initial discussions was that the Town Council would be expected to step into to continue the Christmas arrangements previously undertaken by Rotary. The office staff require as much notice as possible to start making the necessary arrangements.</p>

## Appendix 2

1	22/00923/FUL	Conversion and change of use of agricultural building to dwellinghouse and erection of garage/ domestic outbuilding at The Stack Yard Millers Green Wirksworth Matlock Derbyshire DE4 4BL
WTC - No comment, However Wirksworth Town Council has declared a Climate Emergency and therefore supports any development or change that seeks to reduce the carbon footprint		
2	22/00915/FUL	Replacement windows at 7 Church Walk Wirksworth Matlock Derbyshire DE4 4DP
WTC - No comment, However Wirksworth Town Council has declared a Climate Emergency and therefore supports any development or change that seeks to reduce the carbon footprint		
3	T/22/00117/TCA	Reduction of 2No. Hawthorn Trees, T1 by approx. 3m (50%) and T2 by approx. 2m (30%)   38 Spring Close Wirksworth Matlock Derbyshire DE4 4JA
WTC - No comment, However Wirksworth Town Council has declared a Climate Emergency and therefore supports any development or change that seeks to reduce the carbon footprint		
4	22/00992/PDE	Application for Larger Home Extension - Single storey rear extension projecting 4.5m from rear wall with an eaves height of 2.8m and a maximum height of 3.4m at 2 Eliot Close Wirksworth Matlock Derbyshire DE4 4EQ
WTC - No comment, However Wirksworth Town Council has declared a Climate Emergency and therefore supports any development or change that seeks to reduce the carbon footprint		
5	22/00978/FUL	Erection of 30no. free-standing solar panels in paddock land Land North Of The Pump House Blundestone Lane Longway Bank Whatstandwell Matlock Derbyshire
WTC - No comment, However Wirksworth Town Council has declared a Climate Emergency and therefore supports any development or change that seeks to reduce the carbon footprint		
6	22/00992/PDE	Application for Larger Home Extension - Single storey rear extension projecting 4.5m from rear wall with an eaves height of 2.8m and a maximum height of 3.4m at 2 Eliot Close Wirksworth Matlock Derbyshire DE4 4EQ
WTC - No comment, However Wirksworth Town Council has declared a Climate Emergency and therefore supports any development or change that seeks to reduce the carbon footprint		
7	22/00994/FUL	Installation of 1no. Phosphate Dosing Kiosk, Homesford Water Treatment Works Derby Road Homesford Matlock Derbyshire DE4 5HJ
WTC - No comment, However Wirksworth Town Council has declared a Climate Emergency and therefore supports any development or change that seeks to reduce the carbon footprint		
8	T/22/00121/TPO	Works to TPO/018 - Crown reduction by 5m from top and 3m from sides of 1No. Lime tree at 31 Yokecliffe Crescent Wirksworth Matlock DE4 4ER
WTC - No comment, However Wirksworth Town Council has declared a Climate Emergency and therefore supports any development or change that seeks to reduce the carbon footprint		
9	T/22/00122/TCA	T1- Lawson Cypress- To fell to approx. 3-4ft from ground level due to proximity to building at The Quarryman 1 Market Place Wirksworth Matlock
WTC - No comment, However Wirksworth Town Council has declared a Climate Emergency and therefore supports any development or change that seeks to reduce the carbon footprint		
10	T/22/00119/TCA	Fell 1No. T1 Conifer tree and 1No. T4 Damson tree, Crown raise to 3m of 1No. T2 Sycamore and 1No. T3 Ash tree at 17 West End Wirksworth DE4 4EG
WTC - No comment, However Wirksworth Town Council has declared a Climate Emergency and therefore supports any development or change that seeks to reduce the carbon footprint		

## Appendix 3 – None to report