



# 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

06 December 2022

Dear Councillor,

You are hereby summonsed to the (hybrid) Meeting of Finance, Building and Personnel Committee on MONDAY 12 December 2022 at 6.30 p.m. in the Council Chamber\*, 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.**

*\*If you wish to join the meeting via Zoom please contact the Town Clerk*

## **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**

Time for this session is limited to 15 minutes ; 3 minutes per person

- *Public Forum (At the start of the meeting, a period is available for members of the public to address the Council)*
- *Cllrs with a pecuniary interest making representations, answering questions or giving evidence relating to the business to be transacted*

### **5. To confirm the accuracy of the Minutes of the Meeting of the Finance and Buildings Committee held on 14 November 2022 (previously circulated)**

### **6. Monthly Budget Balance (to be circulated prior to the meeting)**

### **7. Budget (attached)**

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

### **8. Farmers Market / NOW**

Following resolution (FBP22/37), to clarify the relationship between NOW and Farmers Market in order to inform the agenda item ; The council has previously resolved not to apply any charges for storage for two groups using the Memorial Hall facilities (Farmers Market, Stay and Play). The Town Council also insures the gazebos stored at the Memorial Hall and used by Farmers Market.

### **9. Town Hall Heating**

The heat exchanger on the twin boilers that operate the heating for the building extending from Council Chamber to Age UK has failed and requires replacement.

### **10. Fire Safety**

The Fire Service have inspected both the Town Hall and the Memorial Hall. They have identified a number of actions which require implementation and must be undertaken within the next 3 months.

### **11. Upgrade to Lighting - Town Hall (attached)**

As part of the Town Council's climate pledge, it was identified that all remaining light fixtures in the

Town Hall should be changed to energy efficient alternatives. A quote has now been obtained to replace all remaining lighting fixtures within the Town Hall with LED.

**12. Charges for additional services (attached)**

A schedule of proposed charges for use of Town Council assets which would also contribute to maintenance/replacement, utility and staff costs incurred in providing these services.

**13. Letting Policy**

In light of the financial uncertainty around costs, Full Council has proposed that the pricing for occasional lets should be subject to review and amendment on a 3 monthly basis.

**14. Tenancies at Town and Memorial Halls**

Most of the tenancy agreements in place (excluding Library and Shop) include the provision of energy (heating/electric) as part of the rental amount .i.e. these costs are not separately charged. The uncertainty and increased energy costs within the market at present expose the council to these increased costs without any mechanism to pass these extra expenses back to the tenants.

**15. Community Grant Scheme**

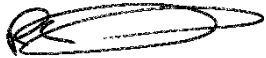
A number of recent beneficiaries of the scheme has failed to acknowledge the support of the Town Council in publicity (a condition of the grant).

**16. Outside PA**

The outside PA equipment purchased approximately 8-10 years ago has been repaired but has not been certified for use. The main elements of the equipment could be redeployed as an indoor PA at the Memorial Hall where they would be considered safe if placed in a suitable enclosure.

**17. Internal Audit (attached)**

The 1<sup>st</sup> stage of the 2022/23 (interim) audit has now completed.



Paul Jennings  
Clerk to the Town Council & Responsible Financial Officer