

WIRKSWORTH TOWN COUNCIL

Minutes of a Meeting of the Finance Buildings and Personnel Committee held 12 December 2022

FBP22/39 Present: Cllr A Clamp (Chairman*), Cllr P Carr*, Cllr C Whittall and Cllr E McDonagh
In attendance: Paul Jennings (Town Clerk)
Via Zoom: Cllr S Barker (non voting)

FBP22/40 Apologies for Absence: None

FBP22/41 Variation in Order of Business: None

FBP22/42 Members' Pecuniary Interests in Agenda Items:

Cllr Clamp	Item 10 Storage Policy – as Chair of NOW
------------	--

FBP22/43 Minutes:

The minutes of the meeting of the Finance Buildings and Personnel Committee dated 14 November 2022 were confirmed as a correct record.

FBP22/44 Monthly Budget Balance

REC that the budget figures be noted.

FBP22/45 Budget

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

REC that no further changes be made to the precept, with exceptional costs such as repair to heating at Town Hall, improved Fire Precautions to be met from reserves.

FBP22/46 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.

REC the works be undertaken to replace both boilers

Given the urgent nature of the matter and anticipated costs, this matter has also been dealt with via delegated powers with the actions to be ratified by full council

FBP22/47 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.

REC the matter be referred to full council given the anticipated costs of implementing the changes required to comply with the Fire Services' recommendations.

FBP22/48 Upgrade to Lighting - Town Hall

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.

REC that the works be undertaken – this action complies with the Town Council's pledge to reduce its carbon footprint.

FBP22/49 Charges for additional services

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.

REC the principle of charging for services be adopted and that the Clerk prepare a bookings pack for use when hiring the outside space/stalls etc.

FBP22/50 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.

REC the Terms and Conditions be updated to include a provision to review/increase prices on a quarterly basis.

FBP22/51 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.

REC that the Clerk now investigate how these measures might be implemented.

FBP22/52 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).

REC the matter be noted.

FBP22/53 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.

REC the equipment be redeployed as a fixed installation at the Memorial Hall. Clerk to seek quote for the works, for agreement by FB&P.

FBP22/54 Internal Audit

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

REC that steps be taken to address the areas flagged by the auditor and that the matter be flagged (for information) to full council.

8:15pm Cllr Clamp dep, Cllr Carr chair

FBP22/55 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.

REC the Clerk prepare an draft agreement for Stay and Play, and potential charge for the space be included within the agreement. Given the relatively small rentable value of the space and the nature of the use as non-profit community, the amount of any rent for the space to be treated as a donation/concession to the group. The issue of Farmers Market/NOW to be referred to January to allow more time for NOW to clarify the position.

The meeting closed at 8.25 pm

Chairman