

WIRKSWORTH TOWN COUNCIL

MINUTES OF THE MEETING OF WIRKSWORTH TOWN COUNCIL HELD ON MONDAY 19 December 2022 AT 6.30 PM

C22/111 Present: Cllr S Barker (Chair), Cllr M Bennett, Cllr P Carr, Cllr M Casselden, Cllr A Clamp, Cllr A Jordan, Cllr P Taylor, and Cllr C Whittall

In attendance: Paul Jennings (Town Clerk)

Remote Attendance (Zoom): Cllr A Pollock

C22/112 Apologies: Cllr E McDonagh, Cllr J Stockell

C22/113 Variation of Order of Business: None

C22/114 Members' Pecuniary Interests in Agenda Items: None

**C22/115 To confirm the accuracy of the Minutes of the Meeting of the
Wirksworth Town Council held on 21 November 2022**

RESOLVED that the minutes of the meeting of Wirksworth Town Council dated 21 November 2022 were confirmed as a correct record.

**C22/116 To receive the recommendations from Committees:-
Environment & Town dated 5 December 2022
Finance, Buildings, and Personnel dated 12 December 2022**

RESOLVED to adopt the recommendations of the Environment and Town Committee dated 5 December 2022 and Finance, Buildings & Personnel Committee dated 12 December 2022.

**C22/117 Accounts Paid
November 2022 in the sum of £17970.01.**

RESOLVED that payment of the attached account in the sum of £17970.01 be approved.

**C22/118 Budget and Precept
To consider whether the precept demand and budget agreed (Res C22/108) requires further amendment based upon the current financial outlook.**

RESOLVED that the precept demand be £213500 unless further amendments are agreed by the Town Council (prior to submission to DDDC) in light of changing market conditions (to be reviewed at Full Council).

**C22/119 Meadow Design
Agree the final concept master plan to enable the preparation of costings to inform the next steps of the project.**

RESOLVED that the plan be agreed and that designers now be asked to prepare a costed schedule for the works.

C22/120 Fire Safety Measures

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

RESOLVED that the clerk be delegated to undertake all necessary works to ensure compliance with the Fire Services recommendations. Any individual expenditure item exceeding £5000 to be agreed via delegation (Clerk, Mayor, Deputy Mayor and Committee Chairs) up to £30000 + VAT.

C22/121 Concessionary Lets in 2023/24

To consider approval of a concessionary let to the Festival of (up to) 10 days at a value of £4500 (in 2022/23) and Well Dressing/Carnival of (up to) 3 days at a value of £1500.

RESOLVED that to offer a concessionary let to the Festival of (upto) 10 days at a value of £4950 and Well Dressing/Carnival of (upto) 3 days at a value of £1650 for 2023/24.

C22/122 Remembrance 2023

Proposal for changes to the current arrangements at the main Sunday Remembrance event to increase participation and inclusivity of the event.

Cllr Pollock dep 7:15

RESOLVED that the council support in principle the local branch of RBL's proposal to change to a single parade that finishes at the War Memorial prior to 11am, with the act of remembrance to be observed at the War Memorial – with the proposal that a church service occur either before or after the parade. That the council consult with all parade participants regarding the proposed changes.

That arrangements for marshalling of the parade be referred to committee for detailed discussion.

C22/123 Twinning

The Twinning Association are seeking clarification on their relationship with the Town Council.

RESOLVED that the draft agreement be shared with the Twinning Association and that the final document be referred back to council for agreement. That any agreement should seek to clarify the terms under which storage is provided.

C22/124 Delegated Decisions (appendix 1)

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

RESOLVED that the decision be ratified.

C22/125 Sculpture Trail

To consider what support the Town Council might provide to enable this project to progressed within the Town.

RESOLVED that the council provide a room in January 2023 to facilitate a meeting to establish a steering group to progress the proposal.

C22/126 Stoney Wood

The site owned by DDDC adjacent to the entrance of Stoney Wood has the designation of "Temporary Tolerated Travellers Site". Recent discussions by the District Council appear to indicate that this designation may be reviewed and potentially removed.

RESOLVED that no change be made to the council's previous resolutions on this matter.

The meeting closed at 8.10pm

++++++

.....
Chairman

**Wirksworth Town Council
PAYMENTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
373	01/11/2022		Lloyds Current		HR Support	Castle Associates	S	43.00	8.60	51.60
374	01/11/2022		Lloyds Current		Internet	Emtel	S	36.95	7.39	44.34
378	01/11/2022		Lloyds Current		Payroll	Sage	S	64.60	12.92	77.52
379	01/11/2022		Lloyds Current		IT Support	Software Into Action	S	357.00	71.40	428.40
377	01/11/2022		Lloyds Current		Internet	W3Z	S	29.16	5.83	34.99
381	01/11/2022		Lloyds Current		Sanitary disposal/ service	Cathedral Leasing Ltd	S	69.67	13.93	83.60
388	01/11/2022		Lloyds Current		Water	Water Plus	Z	30.06		30.06
382	01/11/2022		Lloyds Current		Sanitary disposal/ service	Cathedral Leasing Ltd	S	69.00	13.80	82.80
431	04/11/2022	c22/75	Unity Trust Current		Grant	Wirksworth Traders	Z	500.00		500.00
398	07/11/2022		Lloyds Current		Gas -Town Hall	Corona Energy	L	431.60	21.58	453.18
397	07/11/2022		Lloyds Current		Gas -Memorial Hall	Corona Energy	L	200.49	10.02	210.51
390	07/11/2022		Unity Trust Current		Keys	Twigg	S	22.10	4.42	26.52
389	07/11/2022		Unity Trust Current		Grass & verge cutting	JM Stevenson (Roy)	Z	92.00		92.00
402	10/11/2022		Lloyds Current		Rates	DDDC	Z	636.00		636.00
394	11/11/2022		Unity Trust Current		Donation	Royal British Legion	Z	60.00		60.00
405	11/11/2022		Unity Trust Current		Consumables	Lyreco	S	36.14	7.23	43.37
406	11/11/2022		Unity Trust Current		Consumables	Lyreco	S	35.00	7.00	42.00
395	11/11/2022		Unity Trust Current		Pest control	Peter Phillips	Z	40.00		40.00
403	14/11/2022		Lloyds Current		Refuse collection	DDDC	Z	261.30		261.30
404	14/11/2022		Lloyds Current		Refuse collection	DDDC	Z	261.30		261.30
407	14/11/2022		Unity Trust Current		Annual license	Software Into Action	S	150.00	30.00	180.00
393	14/11/2022		Unity Trust Current		Plumbing / Heating	MB Plumbing & Heating	S	412.00	82.40	494.40
391	14/11/2022		Unity Trust Current		Maintenance materials	Woodgrow Horticulture	S	700.35	140.07	840.42
408	15/11/2022		Lloyds Current		Office supplies	Amazon	S	72.44	14.49	86.93
384	17/11/2022		Lloyds Current		Water	Water Plus	Z	8.55		8.55
385	17/11/2022		Lloyds Current		Water	Water Plus	Z	8.55		8.55
386	17/11/2022		Lloyds Current		Water	Water Plus	Z	8.55		8.55
387	17/11/2022		Lloyds Current		Water	Water Plus	Z	26.73		26.73
396	18/11/2022		Lloyds Current		Consumables	Viking	S	84.26	16.85	101.11
415	18/11/2022		Unity Trust Current		Consumables	Complete	S	28.11	5.62	33.73
418	18/11/2022		Unity Trust Current		Recycling collection	CPP	S	20.00	4.00	24.00
417	18/11/2022		Unity Trust Current		Market stalls	Gregory & Sons	S	288.50	57.70	346.20

**Wirksworth Town Council
PAYMENTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
416	18/11/2022		Unity Trust Current		Meadows works	Urban Wilderness	S	1,037.74	207.55	1,245.29
424	19/11/2022		Lloyds Current		Health and safety supplies	Amazon	S	13.32	2.67	15.99
419	21/11/2022		Lloyds Current		IT equipment	Amazon	S	20.41	4.08	24.49
420	21/11/2022		Lloyds Current		IT equipment	Amazon	S			
421	23/11/2022		Unity Trust Current		Advert	Christopher Cecil	Z	15.00		15.00
429	23/11/2022		Lloyds Current		Market stalls	Amazon	S	21.08	4.22	25.30
425	23/11/2022		Lloyds Current		Maintenance materials	Amazon	S	8.32	1.66	9.98
426	23/11/2022		Lloyds Current		Maintenance materials	Amazon	S	8.32	1.66	9.98
427	23/11/2022		Lloyds Current		Stationary, sundries	Amazon	S	1.21	0.24	1.45
428	23/11/2022		Lloyds Current		Health and safety supplies	Amazon	S	7.32	1.47	8.79
422	23/11/2022		Unity Trust Current		PPE	Katie Reeves	Z	45.00		45.00
430	24/11/2022		Lloyds Current		Maintenance materials	Amazon	S	54.58	10.92	65.50
423	24/11/2022		Unity Trust Current		Annual inspection	Hollinsend Fire Safety	S	125.00	25.00	150.00
423	24/11/2022		Unity Trust Current		Annual inspection	Hollinsend Fire Safety	S	125.00	25.00	150.00
401	24/11/2022		Lloyds Current		Electricity	EDF Energy	L	141.99	7.10	149.09
399	24/11/2022		Lloyds Current		Electricity	EDF Energy	S	375.44	75.09	450.53
400	24/11/2022		Lloyds Current		Electricity	EDF Energy	L	25.21	1.26	26.47
383	25/11/2022		Lloyds Current		Bank charges	Lloyds Bank	Z	25.00		25.00
410	25/11/2022		Unity Trust Current		Tax & NI	HMRC	Z	746.73		746.73
409	25/11/2022		Unity Trust Current		Tax & NI	HMRC	Z	-76.10		-76.10
412	25/11/2022		Unity Trust Current		Pension contributions	DCC	Z	801.67		801.67
411	25/11/2022		Unity Trust Current		Pension contributions	DCC	Z	1,100.25		1,100.25
413	25/11/2022		Unity Trust Current		Salaries	Wirksworth Town Council	Z	3,839.49		3,839.49
414	25/11/2022		Unity Trust Current		Salaries	Wirksworth Town Council	Z	3,365.34		3,365.34
376	28/11/2022		Lloyds Current		Telephony rental	BNP Paribas	S	69.71	13.94	83.65
375	28/11/2022		Lloyds Current		Internet	Zen	S	18.00	3.60	21.60
392	28/11/2022		Lloyds Current		Bank charges	Lloyds Bank	Z	7.00		7.00
432	30/11/2022		Lloyds Current		Water	Water Plus	Z	43.86		43.86
							Total	17,049.30	920.71	17,970.01

Appendix 1
Delegated Decisions

Date	Decision Taken	Alternative Options Considered and/or background information
13/12/22	To replace two boilers at Town Hall	<p>5/12/22 - I advised Cllrs that we have been having issues with the boilers at the Town Hall, and the plumbers came out today to investigate further.</p> <p>The heat exchanger in one of the boilers has a leak (crack or pin hole), which means that one of the boilers is constantly leaking hot water. Fortunately, the new auto-fill loop is keeping the pressure up in the system so that the radiators are getting some heat.</p> <p>A replacement heat exchanger is £3500+, and to fit it will require the whole boiler being dismantled which is approximately £1000 in labour costs, but the plumber is unable to find a supplier with stock of the part (it's an old boiler and unusual manufacturer).</p> <p>Given the costs, I also asked for a quote to install a new boiler. The system is complicated as we have two boilers working in tandem, so in addition, I asked for a quote to change both at the same time ; as it might be sensible to replace both given their age, depending on costs.</p> <p>12/12/22 - With the compromised boiler, the heating is struggling to keep the building warm with many room users complaining/ cancelling (this is also impacting office which did not get above 16 on Monday until 11am).</p> <p>Our existing plumber provided indicative costings having established stock levels for replacement boilers.</p> <p>On the basis that failed boiler is to be replaced there are two options:</p> <ol style="list-style-type: none"> 1. Install 1 new boiler at a cost of £4900+vat 2. Replace both boilers with 2 new ones at a cost of £9500+vat <p>Financial Regulations provide for the council to seek best value where possible, however, in this instance, the urgent nature of the works takes precedence over seeking 3 quotes. The Council can broadly demonstrate existing good value as we have previously sought 3 quotes for similar works at the Memorial Hall and MB Plumbing were selected as the contractor.</p> <p>Reason for seeking a delegated decision – the current heating (with one boiler) isn't keeping the building warm enough, with many room users complaining about the cold (the office is quite cold too !), delaying the decision until full council will result in any repair to the heating not happening until mid-January at the earliest.</p>