



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

07 March 2023

Dear Councillor,

You are hereby summonsed to the (hybrid) Meeting of Finance, Building and Personnel Committee on MONDAY 13 March 2023 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 13 February 2023 (previously circulated)

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

7. Community Grant Request (attached)

Wirksworth Community Orchestra are seeking £550 towards their Anniversary Celebration in July.

8. Natwest ATM (attached)

To consider a renewal of the lease for a further 3 years.

9. Non-Compliant Hirers – Farmer Market (attached)

Under Delegated Powers, the officers manage bookings (to ensure staffing and compliance with H&S etc.), but clarification/guidance is being sought on the appropriate course of action when a hirer fails to provide sufficient and/or timely information in support of their bookings.

In November, documentation was requested in support of the Farmers Market Booking (evidence of Insurance, Market Plan, Risk Assessment). To date only a risk assessment has been received.

The Council has sought to clarify the documentation required when using the outdoor space with new terms and conditions effective from April 2023, requiring that documentation should be submitted at least 1 month before a booking – In January, advance notice was given of these proposed changes to the FM operator including clarifying the documentation required.

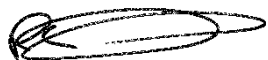
10. Community Meeting Space Request (attached)

Wirksworth Traders Group are requesting meetings space under the community meetings space scheme.

11. Remembrance Booklets (response attached)

The church sought financial assistance from the council to assist with the printing costs of Remembrance Service Booklets which needed reprinting to reflect the accession of the King.

RES FBP22/33: that the Town Council provide assistance (upto £100) towards the costs of the printing of the booklet with the proviso that the booklet is used as part of the service at the war memorial (i.e. not the church service booklet).



Paul Jennings

Clerk to the Town Council & Responsible Financial Officer