



WIRKSWORTH TOWN COUNCIL

TOWN HALL, WIRKSWORTH, DERBYSHIRE DE4 4EU

Email: enquiries@wirksworth.gov.uk

Website: www.wirksworthtowncouncil.gov.uk

Clerk to the Town Council & Responsible Financial Officer:

Paul Jennings

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

06 June 2023

Dear Councillor,

You are hereby summonsed to the (hybrid) Meeting of Finance, Building and Personnel Committee on MONDAY 12 June 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 March 2023 (previously circulated)

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

7. Quarterly Balance Sheet & Bank Reconciliation (to be circulated at the meeting)

Cllr (not Chair - Fin Rgs 2.2) to initial to confirm the bank statement and bank reconciliation.

8. RoSPA Reports

To consider the annual reports by RoSPA assessing the safety and condition of outside spaces managed/inspected by Town Council (Wash Green Play Area, Kingsfield Play Area, Stoney Wood and Fanny Shaw Skate Park).

9. Community Meeting Space Request (attached)

Skate Park (NOW) are requesting meetings space under the community meetings space scheme.

10. Community Meeting Space Request (attached)

NOW are requesting meetings space under the community meetings space scheme.

11. Town Hall Façade

The council agreed to precautionary/mitigating measures to the façade above the library entrance which were recommended by the stone mason (Quotation in 2022 of £800 excluding scaffolding/access tower.) These works have not yet been undertaken and given the elapsed time

confirmation is sought that these should still proceed.

12. Fannyshaw Community Building (attached)

The water fountain (and building) have become a focal point for repeated ASB. The damage to the water fountain is now such that it requires full replacement rather than repair. In the past 24 months it has been out service for a substantial period due to repeated vandalism and it has been suggested that it be removed. CCTV identified individuals who have now been served with ABC's, but civil proceedings would be required to seek recompense for the damages.

13. Library/Town Hall

A (further) leak in the old pipes above the library has resulted in water damage to the fabric of the library. Severn Trent have now replaced the mains stop cock so that the water may now be shut-off, this has allowed plumbing works to be undertaken to remove (as much as possible of) the lead pipes.

14. Town Hall Steps (attached)

Pre-App Advice has been received regarding the potential installation of a barrier to the steps in front of the Town Hall. The request for a handrail was made by a user of the hall following an incident when they fell down the steps.

15. Disabled Toilet Access (attached)

A visitor has written to the council to raise concerns about accessibility/access to toilet facilities in local businesses especially when Barmote Croft Toilets are not open.

16. Letting Policy (attached)

Resolution FBP22/78 to amend the existing policy to address how to deal with hirers who do not provide documentation to support a booking request.

17. Rear Store (Glee Club) Roof & Associated Works

Planning permission has been given, works have commenced to remove the roof (asbestos) prior to replacement, as well as some alterations to create two separate spaces. Once complete the sheds under the arch can be dismantled (to reduce clutter/fire risk), with Town Council tools/equipment to be relocated in the smaller store. The larger store (approx. 60% of the original space) will then be available for occupation by the Glee Club (FBP22/67) with a tenancy for a 5 year period, break at 3 years, with a rental of £720 pa. The store before division was assessed with a rental value of £150pm (1800pa), therefore the approximate market value of the larger space is £1080 – the differential of £360 is to be treated as a donation to the Glee Club for the duration of this lease.

18. Market Store (attached)

A draft lease has been prepared, the space has not been formally valued - however similar to the Rear Store at the Town Hall some of the space is in use by the Town Council, by applying the same £/m³ value, the space used solely by the current occupant has a value of £600 per year.

19. Meadows Tree Works (attached)

A resident has raised concerns regarding the safety of a tree which overhangs their property. An arboriculturist has confirmed that the tree is sound, but that it requires work to remove deadwood within the canopy.

20. Meadows Tree Survey (attached)

The Town Council has previously undertaken Tree Survey's for all tree's on WTC owned land, this is done on a negative reporting basis. As part of the preparatory work for the Meadows and given the nature of the site (trees adjacent to the boundary) a more detailed survey (positive reporting) might be more appropriate. Guidance from Lantra Tree Inspection Training is that inspections should be undertaken every 18 months to 5 years (interval to be determined by risk profile of the trees).

21. Meadows Incursion (attached)

A report has been received regarding an incursion by an adjacent landowner onto the Meadows.

22. Bolehill War Memorial

Bolehill Improvement Group have reported that the seam nearest the wreath is letting in water and that the step is also broken. Maintenance is the responsibility of Wirksworth Town Council

23. Telecoms Contract

The contract with the existing provider (Daisy Telecommunications) is due for renewal (September). The service and call quality levels have significantly deteriorated over the past 12 months and it is proposed that alternative providers and costs be explored.

24. Strategic Priorities

Council Resolution C23/17 – that both Committee’s should consider what the Council’s priorities should be for this council term, including recommendations on whether working parties should be created to support these.

25. Clerical Staff

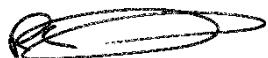
To approve increments under NJC contracts for Clerical Staff.

26. On Call and Out of Hours

In 2018, the caretaker contracts were revised to include provision for these circumstances, but this is not replicated for office staff. The incidents of call-outs requiring attendance by office staff has increased and it is proposed that similar conditions be applied to office staff. Furthermore, the original structure of these additional contractual payments was for fixed amounts and have not changed in 5+years and it is proposed that these now be linked to a staff member’s hourly rate going forward.

27. Clerks Time Sheet

January -March 2023, to be signed by the Chair.



Paul Jennings

Clerk to the Town Council & Responsible Financial Officer