

WIRKSWORTH TOWN COUNCIL

Minutes of a Meeting of the Finance Buildings and Personnel Committee held 9 October 2023

FBP23/45 Present: Cllr A Clamp (Chairman), Cllr S Barker, Cllr A Jordan, Cllr E McDonagh and Cllr C Whittall
In attendance: Paul Jennings (Town Clerk)

FBP23/46 Apologies for Absence: Cllr P Carr

FBP23/47 Variation in Order of Business: None

FBP23/48 Members' Pecuniary Interests in Agenda Items:

Cllr Clamp	Personal Interest items 9&10 Community Grant Request – NOW & item 11 Community Grant Request – Glee Club
Cllr Whittall	Personal Interest item 8 Community Grant Request – Traders Association

FBP23/49 Minutes:

The minutes of the meeting of the Finance Buildings and Personnel Committee dated 11 September 2023 were confirmed as a correct record.

FBP23/50 Monthly Budget Balance

REC that the position be noted.

FBP23/51 Quarterly Balance Sheet & Bank Reconciliation

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

REC the position be noted.

FBP23/52 Community Grant Request – Traders Association

A request for a grant to support Wizard Day 08/10/23 (request received on 6/9/23)

REC the group/applicant be invited to open forum at the next committee meeting in order to discuss the request and how the Town Council can assist with supporting the event.

Cllr Barker assumed the chair for the following 3 agenda items

FBP23/53 Community Grant Request – NOW

A request for a grant of £700 to assist with the transition and relaunch of the Farmer Market.

REC to that a grant of £700 be made to NOW from donation line and that NOW be invited to a future meeting to discuss how Town

Council might regularise the support for NOW into a single annual grant.

FBP23/54 Community Grant Request – NOW

A request for a grant of £720 to fund the costs of storage. Resolution FBP23/27 that the Town Council provide a grant to cover the £720pa cost of the Lease for market store at Memorial Hall.

REC that a grant be made and a new budget line “18 Market Store” be created to account for this.

FBP23/55 Community Grant Request – Glee Club Club

A request for a grant of £360 to contribute towards the costs of storage. Resolution FBP23/26 that the Town Council provide a contribution towards the £1080pa cost of the Lease for rear store at Town Hall.

REC that a grant be made and a the budget line “10 Depot” be amended to account for this change.

Cllr Clamp resumed as chair

FBP23/56 CCTV Policy

To consider the adoption of a new policy to ensure the Town Council complies with Information Commissioners updated guidance regarding CCTV.

REC that the final line in section 3 be amended to include the phrase “any other applicable legislation” and that the amended policy be passed to full council for approval.

“Covert Recording will only be undertaken in accordance with the Surveillance Camera Code of Practice and any other relevant legislation.”

FBP23/57 Bolehill War Memorial Survey Report

A report has been prepared assessing the site with recommendations (some urgent) for repair to the building fabric.

REC that the repairs be undertaken and that contractors be sought to undertake the works (advice to be sought from the surveyor on the schedule of works required). Once the estimated cost of the works is established then grant funding should be sought. Bolehill Improvement Group to be advised of the report and the actions required to protect the Memorial to allow them the opportunity to contribute and assist with the project.

FBP23/58 Town Hall Hand Rail

Quotes and designs have been sought from local contractors for the potential installation of a handrail to the steps at the front of the Town Hall.

REC relevant permissions now be sought on the basis of a railing supplied by Hammerhead Forge (Straight Tape Scroll design).

Cllr Barker dep 8:10pm: return 8:15pm

FBP23/59 Skate Park Replacement

To consider what steps could be taken to assist with the works to rebuild this amenity.

REC that whilst no immediate action is required, Wirksworth Town Council would support NOW in ensuring delivery of this project.

FBP23/60 Donation to purchase a Defibrillator

Wirksworth Junior School are offering to make a donation to enable the purchase and installation of defibrillator (with the condition that it is located in a position to benefit the community.

REC to the donation be accepted and that a defibrillator be installed on either of the two WTC buildings which do not currently have a defibrillator (Fannyshaw Community Building and Barmote Croft Toilets).

FBP23/61 Budget 2024/25

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

REC that that further consideration be given to the potential impact of the yet to be agreed 2023/24 NJC pay award as well as possible increases to occasional letting tariff from 1st April 2024. That a bench marking exercise be undertaken to compare pricing with other local venues and that scenario be modelled using increase of 5%, 10% and 12.5%.

FBP23/62 Clerk's Time Sheet

July - September 2023, to be signed by the Chair.

REC to note that the Clerk's TOIL was 35 hours as at end of September 2023.

The meeting closed at 8:30 pm

Chairman