



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

05 March 2024

Dear Councillor,

You are hereby summonsed to the Meeting of Finance, Building and Personnel Committee on MONDAY 11 March 2024 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. (**If you wish to attend the meeting remotely 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 12 February 2024 (previously circulated)

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

7. Fire Risk Assessment (attached)

Risk assessments should be reviewed annually and the revised every 5 years. The last independent assessment was undertaken in 2019.

8. Warmer Wirksworth (attached)

A request has been received to vary the purpose of the grant which was awarded in 2023 as a change in planned delivery of services has resulted in an underspend for the project.

9. Office PCs (attached)

A quote has been sought for the supply or upgraded office PC's with option for either outright purchase or lease.

10. Memorial Hall (attached)

The small Childrens tables which were used by Surestart (during their tenancy of the building) and which now used by Stay & Play as well as childrens events/parties have reached end of life. Replacement Go-Pak Tables are £124.25+Vat.

11. Shop Lease (attached)

The tenant has advised of a discrepancy in the property description within the previous and existing

**Resolution C23/99 - The 3 principles that will underly all Council Decisions are:
Community Cohesion, Communication and Environmental Impact**

lease. It is proposed that a letter be provided to regularise this matter until the lease is renewed.

12. Resourcing the Meadows Project

If the Meadows Project moves forward to a construction phase there is not sufficient time or resource within the office under the current structure to manage this (including providing cover/escalation and resolution of project issues on Fridays).

13. Staff Matters

The vacancy has within the caretaking team has now been filled and a new staff member appointed to the role.



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