



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

02 July 2024

Dear Councillor,

You are hereby summonsed to the Meeting of Finance, Building and Personnel Committee on MONDAY 8 July 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 10 June 2024 (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. Community Grant (Attached)

Request from NOW for a grant of £2000 to contribute towards town promotion activity.

9. Traders Christmas Lights

Several traders have not yet returned their Christmas Lights e.g. Waltham has approx £700 in lights.

10. Barmote Croft Public Conveniences - Water Utilities (Attached)

Severn Trent has now split the responsibility/invoices for water services between BMC Public Conveniences and the Car Park following the transfer of the toilets from the District Council to the Town Council in 2018. However, Severn Trent are insisting that the past invoices (approx. £4300) be settled by the Town Council, DDDC have agreed to reimburse the Town Council for their portion of the invoices (approx. £1994).

11. Meadows Resourcing (Attached)

Resolution FBP102/23 - that bi-monthly reporting to be provided regarding the staff costs associated with management of the Meadows Project.

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

12. Staff Matters (Attached)

To consider next steps in the office staffing review process.

13. Appraisal Process (Attached)

To consider adopting a staff appraisal policy.

14. Clerks Time Sheet

April -June 2024, to be signed by the Chair.



Paul Jennings

Clerk to the Town Council & Responsible Financial Officer