



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

08 April 2025

Dear Councillor,

You are hereby summonsed to the Meeting of Finance, Building and Personnel Committee on MONDAY 14 April 2025 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.

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 March 2025 (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. Petty Cash

Audit recommendation that the record of transactions be reviewed by Finance Committee.

9. Request to vary Booking Policy (attached)

In September, Town Hall Events (THE) have requested to book the Town Hall on Thursday 11th and then Friday 19th, Saturday 20th and Sunday 21st for the Festival Events programme, the building has been booked for the Festival Trails weekend from Friday 12th to Sunday 14th. The Booking policy allows for a 10 day period each quarter for Large/One-off events that disrupts/displaces regular bookings.

10. Reserves Policy

To consider a policy to formalise the Council approach and level of reserves held.

11. Government Plans to introduce Unitary Authority

To consider how the Town Council might respond to these proposals, including proactively considering what services or assets it might wish to protect/adopt which are currently provided by DDDC / DCC.

12. Utility Provision (Gas/Electric)

The supply of these services to the Town and Memorial Halls is provided by suppliers negotiated under the umbrella of Derbyshire County Council procurement (historic agreement) but services to Barmote

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

Croft Toilets and Fanny Shaw Community building fall outside the scope of this agreement (and cannot be retrospectively added to the DCC arrangement).

13. Trade Waste (attached)

The Simpler Recycling in England scheme will take effect for the Town Council from 1 March 2027.

<https://www.gov.uk/guidance/simpler-recycling-workplace-recycling-in-england>

14. Staff Matters

Following the resignation of a caretaker, recruitment is now underway to fill the vacancy.

15. Clerks Time Sheet

January – March 2025 to be signed by the Chair.



Paul Jennings

Clerk to the Town Council & Responsible Financial Officer