

## **WIRKSWORTH TOWN COUNCIL**

### **Minutes of a Meeting of the Finance Buildings and Personnel Committee held 9 June 2025**

**FBP25/1**     **Present:** Cllr A Clamp (Chairman), Cllr A Jordan, Cllr A Pollock, Cllr S Spencer, and Cllr C Whittall  
**In attendance:** Paul Jennings (Town Clerk)

**FBP25/2**     **Apologies for Absence:** Cllr E McDonagh,

**FBP25/3**     **Variation in Order of Business:** None

**FBP25/4**     **Minutes:**

The minutes of the meeting of the Finance Buildings and Personnel Committee dated 12 May 2025 were confirmed as a correct record.

**FBP25/5**     **Monthly Budget Balance**

**REC that the position be noted**

**FBP25/6**     **IT and Cyber Security Policy**

The 2025/26 External Audit regime will include a new requirement within the Annual Governance Statement Assertions regarding Digital and Data Compliance. Smaller Authorities Proper Practices Panel Practitioners' Guide 2025 details the steps required to demonstrate compliance and recommends the adoption of a policy.

**REC that 3 amendments be made to the policy as drafted.**

**1 – Removal of the duplicated statement “All council social media messages must be non-political, uncontroversial and used to promote/highlight the Town.”**

**2 – Reference to Town Clerk should include “(or delegated Officer)”**

**3 – Where other policies are referenced, a link to be provided to these (e.g. on WTC website)**

**That once the amendments are made that the policy be adopted subject to review (pending further clarification from DALC/NALC regarding the implications of this new SAAA AGAR requirement.)**

**FBP25/7**     **Energy Supply - Barmote Croft Toilets and Fanny Shaw Community Building**

To address the high standing charge compared to the low usage in both sites, a review of suppliers has been undertaken and the supplier has been switched to British Gas for both sites.

**REC that the actions be ratified (Clerk exercised their delegated powers as building manager to effect the change with an estimated annual saving of £1000).**

**FBP25/8      Banking Arrangements**

To consider changing some of the existing accounts held with Lloyds, including payment mandates, following the closure of Lloyds Branches in Matlock and Ashbourne.

**REC that the Mayors Charity Account be moved to Unity Trust (alongside the existing WTC current and deposit account) to facilitate easier access. That steps now be taken to wind down the use of the Lloyds account for Wirksworth Town Council, starting with migration of DDR/STO to Unity Trust. Also an alternative bank be sought as secondary deposit account (to replace Lloyds).**

**FBP25/9      Barmote Croft Toilets (attached)**

To consider replacing existing doors (x3) and the installation of auto locks to the Ladies' and Gentlemen's toilets.

**REC that updated quotes be sought for the work to install autolocks on the toilets including consideration of replacement doors (should this be necessary). That funding should be sought from DDDC to assist with the costs of the works, given the previous statement of support from D Councillor Slack.**

**FBP25/10      VE Day Grant from DDDC**

Wirksworth Branch of Royal British Legion arranged a VE Celebration (cost to be met from DDDC Grant).

**REC that any funds remaining from the grant (after reimbursing RBL) are to be used to contribute towards the maintenance costs around the area surrounding the War Memorial/Flag pole.**

**FBP25/11      Staff Matters**

To consider next steps in the office staffing review process.

**REC that it be noted that there have been no applicants for the vacant caretaker role and that consideration now be given to alternative arrangements to ensure adequate cover for caretaker duties – this may include the appointment of multiple people to fill the 21 hours including contract staff.**

*The meeting closed at 8.00 pm*

Chairman