



# WIRKS WORTH TOWN COUNCIL

TOWN HALL, WIRKS WORTH, DERBYSHIRE DE4 4EU

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Website: [www.wirksworthtowncouncil.gov.uk](http://www.wirksworthtowncouncil.gov.uk)

Clerk to the Town Council & Responsible Financial Officer:

Paul Jennings

Office hours: 8:30am-12:30pm Mon-Thurs

02 December 2025

Dear Councillor,

You are hereby summonsed to the Meeting of Finance, Building and Personnel Committee on MONDAY 8 December 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.** (\*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 November 2025 (previously circulated)

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

### 7. Budget and Precept 2026-27

To consider any further matters that might impact the proposed draft budget.

### 8. Breastfeeding Welcome Scheme

Update (res FBP24/94) with indicative costs and designs for seating at Town and Memorial Halls. The installation of a baby change table in the accessible toilet at the Town Hall would require electrical works to reroute cabling.

<https://www.wirksworthtowncouncil.gov.uk/2025/11/24/wirksworth-town-hall-is-signed-up-to-breastfeeding-welcome-here-award/>

### 9. Tree Survey (attached)

Best practice for tree management is that a professional survey should be undertaken at an interval of between 18 months and 3 years. The last survey was in 2022.

### 10. Petty Cash

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

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

**11. Memorial Hall Roof (attached)**

A tenant has reported a water leak from the roof into the upstairs offices, an inspection has revealed multiple faults which require urgent attention. The estimated cost of repairs is £2-3000 + scaffolding costs.

**12. Garden adjacent to Memorial Hall**

A resident has offered to establish a volunteer group to maintain the space.

**13. Leases review of approach & processes**

Update on progress to update leases (FBP25/22).

**14. LGPS Pension Board Member (attached)**

DCC (LGPS) has a vacancy for the role of Employer Representative on the [Derbyshire Pension Board](#).

**15. Staff Matters**

Update on recruitment for vacant caretaker role.



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