

WIRKSWORTH TOWN COUNCIL

Minutes of a Meeting of the Finance Buildings and Personnel Committee held 9 February 2026

FBP25/82 Present: Cllr A Clamp (Chairman), Cllr E McDonagh, Cllr S Spencer and Cllr C Whittall
In attendance: Paul Jennings (Town Clerk), 2 Representatives from local joinery company

FBP25/83 Apologies for Absence: Cllr A Jordan, Cllr A Pollock

FBP25/84 Variation in Order of Business: Take item 7 Windows at Town Hall prior to item 6 Monthly Budget Balance.

FBP25/85 Members' Pecuniary Interests in Agenda Items: None

Open Forum opened 6:35pm

FBP21/71 Open Forum:
The representatives from the local joinery company provided a little more explanation of their quote to upgrade the windows at the Town Hall

Open Forum closed 6.45pm

FBP25/86 Minutes:

The minutes of the meeting of the Finance Buildings and Personnel Committee dated 19 January 2026 were confirmed as a correct record.

FBP25/87 Windows at Town Hall

A local supplier has provided an indication of the potential costs to install double glazed windows to the Town Hall.

REC that the Council should now seek potential funding streams, it is acknowledged that the costs are significant £250k and the matter should be referred to full council for discussion. Should suitable funding streams be found, there matter will need further consideration given the size of the potential contract and need to follow local government procurement legislation

FBP25/88 Monthly Budget Balance

The Clerk provided reporting from Scribe (Accounting Package) and Avalon (Booking Software) to explain the discrepancy between bookings and actual income. This showed an estimate of the potential EOY figure for Occasional Lettings. The figures show that Bookings in 2025/26 were valued at £58248 (inc Vat), however, this figure includes concessions totalling £5938. The monthly budget balance reporting is on a payment and receipt basis, whereas the Booking System is on an income and expenditure basis. The two systems are only fully reconciled at the end of the year when the accounts are adjusted to

reflect the impact of funds invoiced but not yet received (and other adjustments)

REC that it be noted that after adjusting for VAT, there is a projected potential shortfall of £3k; however these figures don't include any new bookings made before year-end and the impact in the lag between bookings and receiving payment.

FBP25/89 Natwest ATM

It is proposed that the lease be extended by a further 3 years under existing terms.

REC that whilst it is disappointing that no uplift in terms was forthcoming, that the lease be renewed for a further 3 years given the importance of this facility within the town.

FBP25/90 Wyvern Rail

There have been repeated occasions when bookings by Wyvern Rail have not been paid in a timely fashion without repeated chasing. The current invoice has been outstanding since July, the next step will be to decline accepting future bookings & to take action to recover the outstanding debt in line with the booking policy.

REC the clerk contact Wyvern Rail advising that the non-payment of the invoice was being referred to full council for discussion – (the booking policy of the council is that it should decline accepting future bookings & to take action to recover the outstanding debt)

FBP25/91 Request to replace Bench on North End

Wirksworth Historians are requesting permission to replace the existing Marmax bench with a TDP bench as part of a proposed project researching the history of the area (and are seeking a letter of support for grant funding applications.)

REC that whilst the Council is supportive of the project, it is not felt appropriate to remove a bench which is in good condition and made of long-life materials which has been made bespoke to the site and therefore not easily reused in another location. This accords with both the Town Council declaration of a climate emergency and Resolution C23/99 - The 3 principles that will underly all Council Decisions are: Community Cohesion, Communication and Environmental Impact. The committee recommend that the Town Council issue a letter of support for the broader project.

FBP25/92 Noise Compliant

A resident has contacted the Town Council requesting support with a noise issue arising from the Gym adjacent to the Memorial Hall.

REC the Clerk contact the DDDC Environmental Health team to get an update on what actions have been taken to date and whether there are any steps that the Town Council can take to help resolve the issue.

FBP25/93 Memorial Hall - Plumbing

The toilet under the stairwell has been out of use for the past 4 years due to repeated issues with blockages and is now leaking. It is proposed that the fixtures be removed and replaced with a butler style sink, and the space be used as a caretaker store.

REC the current fittings be removed and be replaced with butler type sink to allow the space to be used as a caretaker store.

FBP25/94 Asbestos Surveys

3 quotes have been received to update the last surveys (last undertaken in 2019) for the Town and Memorial Halls. The Clerk also provided a 4th quote received via DCC (after the agenda was issued)

REC the surveys be undertaken by Derbyshire Asbestos Control.

FBP25/95 Star Disc steps and Viewing Platform

Stoney Wood Group are seeking in principle support to investigate possible solutions to replace the current structure (which was closed to the public following concerns over safety of some of the steps).

REC that the council provide agreement in principle, requesting (that in due course) the group liaise with the council over any proposed final design (and funding) before committing to any solution.

FBP25/96 Town of Culture

The Council has given support in principle. There are several parties which have expressed interest in moving this forward. This will require Town Council support and resources to enable a submission.

REC that to enable the bid to progress, that the council should support by:-

Being the Accountable Body which submits the bid,

That the council facilitate a consultation to be held at Memorial Hall

Provide meeting space (upto 6 x 2hr meetings).

Small amount of administration (photocopying/printing)

Given the requirement for the bid to be submitted in the name of the Town Council, the matter be referred to Full Council for discussion and agreement (Cllr Clamp to prepare briefing paper).

The meeting closed at 7:50 pm

Chairman