



# WIRKSWORTH TOWN COUNCIL

TOWN HALL, WIRKSWORTH, 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

03 March 2026

Dear Councillor,

You are hereby summonsed to the Meeting of Finance, Building and Personnel Committee on MONDAY 9 March 2026 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 9 February 2026 (previously circulated)

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

### 7. Noticeboards

Resolution ET23/46 was to refurbish the Gorse Bank Noticeboard and Kingsfield, but this has not yet been actioned due to the difficulties of identifying a suitable tradesman. The Noticeboard near Kingsfield has been removed due to its poor condition; Cllr Taylor has requested that a replacement be considered.

### 8. Internal Control Policy

The internal auditor has recommended that the Internal Control policy be updated and that consideration be given to introducing a new risk review process (which would be undertaken by council and the action minuted).

<https://www.wirksworthtowncouncil.gov.uk/wp-content/uploads/2022/05/internal-controls-policy-1903182.pdf>

### 9. Website Accessibility (attached)

The new AGAR Assertion 10 "We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review" requires compliance in several areas, including website accessibility.

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

**10. GDPR Data Map (attached)**

Audit has identified that the current Data Retention Policy no longer provides sufficient information to be considered compliant within the guidelines for a GDPR Data map.

<https://www.wirksworthtowncouncil.gov.uk/wp-content/uploads/2022/05/data-retention-policy-adopted-2011172.pdf>

**11. Asset Register (attached)**

It is a recommendation of audit that the asset register is checked by the council on an annual basis and that this action is recorded.



Paul Jennings

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