



# 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

07 July 2026

Dear Councillor,

You are hereby summonsed to the Meeting of Finance, Building and Personnel Committee on MONDAY 13 July 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 8 June 2026 (previously circulated)**

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

To consider whether to apply any budget accruals to the new financial year.

### **7. Occasional Letting (attached)**

To review anticipated bookings to assess impact on budget.

### **8. Review of Utilities Supply (attached)**

The energy (electric) was moved to new suppliers effective Apr 2026 (**FBP25/21**), but gas supply was not changed. The notice period for the existing gas supplier is 6 months (prior to Oct 26, effective Apr 27)

### **9. Tree Works (attached)**

Quotes have been received for all the tree works identified by O Connor Arb, however, the Meadows works exceed the officer's delegated limit.

### **10. Main Hall Floor – Town Hall**

The floor requires recoating/surfacing (last done in 2018)

### **11. Roof - Town Hall (attached)**

Two tiles have slipped on the main hall roof hip.

### **12. Main Hall Lighting – Town Hall (attached)**

CCT have completed their annual inspection of the lighting and rigging installation in the Main Hall at

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

the Town Hall.

**13. DDDC - Community Toilet Scheme**

The grant scheme has opened for applications for 2026/27.

**14. Memorial Hall (attached)**

Access to rear garden via adjacent property/noise nuisance

**15. Review ToR of FB&P and Scheme of Delegation**

(Resolution C26/16) Review the terms of reference of the FB&P Committee to clarify the committee's responsibilities in the event of a staffing matter (such as prolonged absence, resignation or termination) for the Clerk and the deputy Clerk. The terms of reference for FB&P Committee should be reviewed in conjunction with the Scheme of Delegation.

<https://www.wirsworthtowncouncil.gov.uk/policies-procedures/>

<https://www.wirsworthtowncouncil.gov.uk/wp-content/uploads/2026/05/Meeting-18-May-26.pdf>

**16. Staffing Matters**

Provide an update on staffing issues.

**17. Clerk's Time Sheet**

April -June 2026, to be signed by the Chair.



Paul Jennings

Clerk to the Town Council & Responsible Financial Officer