



WIRKS WORTH TOWN COUNCIL

TOWN HALL, WIRKS WORTH, DERBYSHIRE DE4 4EU

Email: enquiries@wirksworthtowncouncil.gov.uk

Website: www.wirksworthtowncouncil.gov.uk

Clerk to the Town Council & Responsible Financial Officer:

Paul Jennings

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

08 September 2026

Dear Councillor,

You are hereby summonsed to the Meeting of Finance, Building and Personnel Committee on MONDAY 14 September 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 the impact on budget.

8. Martyns Law (attached)

Buildings which have attendees of 200-799 at any one event, fall within the criteria for this new legislation as a standard venue. This will impact events held at the Town Hall with ticketed/ or controlled entry, such as Festival, Glee Club (Panto).

<https://www.protectuk.police.uk/martyns-law/>

9. Main Hall Floor – Town Hall

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

10. Main Hall Lighting – Town Hall (attached)

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

11. Roof - Town Hall

Update on progress to identify a contractor to undertake repairs to the roof.

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

12. Stoney Wood

DDDC are now progressing the proposed transfer of the small area of land adjacent to Stoney Wood. Lovedays have been instructed to act on behalf of WTC in the transfer.

13. Gas Supplies (attached)

A review of the current arrangements and alternative suppliers (including indicative costs).

14. Asset and Disposal Policy (attached)

Internal audit recommendation H – that the council implement an Asset Register and Disposal Policy, defining thresholds for asset inclusion and setting out procedures and financial limits for asset disposal.

15. Memorial Hall (attached)

Access to rear garden via adjacent property/noise nuisance.

16. 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.wirksworthtowncouncil.gov.uk/policies-procedures/>

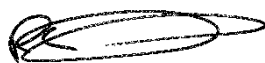
<https://www.wirksworthtowncouncil.gov.uk/wp-content/uploads/2026/05/Meeting-18-May-26.pdf>

17. Staffing Matters

Provide an update on staffing issues.

18. Clerk's Time Sheet

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



Paul Jennings

Clerk to the Town Council & Responsible Financial Officer