

**WIRKSWORTH TOWN COUNCIL – FINANCE, BUILDINGS & PERSONNEL
COMMITTEE 8 JULY 2019 at 6:30pm**

FBP023/19 Present: Cllr A Clamp (Chairman), Cllr A Jordan, Cllr A Pollock and Cllr C Whittall.

In attendance: Paul Jennings (Town Clerk),

FBP024/19 Apologies: Cllr G Gratton, Cllr E Mcdonagh, and Cllr P Taylor

FBP025/19 Variation of Order of Business: None

FBP026/19 Members' Pecuniary Interests in Agenda Items: None

FBP027/19 To confirm the accuracy of the Minutes of the Meeting of the Finance Buildings & Personnel Committee held on 10 June 2019

The minutes of the meeting of the Finance, Buildings & Personnel Committee dated 10 June 2019 were confirmed as a correct record.

FBP028/19 Quarterly Balance Sheet & Bank Reconciliation

Cllr (not Chair - Fin Regs 2.2) to initial to confirm the bank statement and bank reconciliation. The 1st quarter information was circulated.

RECOMM: That the information be noted. Cllr Clamp confirmed reconciliation to the bank statements.

FBP029/19 Monthly Budget Balance:

RECOMM: That the monthly figures be noted.

FBP030/19 End of Tenancy

The current tenant of the Atrium office has given notice wef 31/07/19.

RECOMM: That the clerk be delegated to undertake actions necessary to re-let the space as soon as possible.

FBP031/19 Southern End of Town

RECOMM: That the Town Council approach DCC requesting the installation of a bus shelter on Derby road (between Cinder Lane and Ward Close).

That the Town Council pledge to provide upto 50% of the installation costs for the bus shelter (upto a maximum of £5000), with the expenditure to be met from reserves.

That Cllr Whittall and the Clerk take steps to evidence public support for works to DCC.

FBP032/19 Heating at Memorial Hall

The immersion heater has failed. As part of actions (Climate Emergency) to

address energy efficiency in Town Council Estate, the clerk was tasked with obtaining quotes to replace immersion heater and at the same time to replace aging (working) boiler and add thermostatic control to heating.

RECOMM: That given the responsibility to tenants and room users, that the water heating be repaired as quickly as possible, and that the opportunity be taken to install a more energy efficient heating system. The works to be undertaken by MB Plumbing, installing new heat source (condensing boilers) with thermostatic control and separate water heating (vented cylinder) at a cost of £7450+vat. Expenditure to be met from reserves.

To facilitate the works, the clerk to arrange removal of the existing roof cover (asbestos).

FBP033/19 Electrical Safety & Lighting at Memorial Hall

The existing installation relies on the conduit to provide an earth which has failed and requires replacement to ensure the system is electrically safe.

RECOMM: That the council are mindful of Fin Reg 4.1 and 10.3, the initial request to quote for works was directed only to Town Council's approved contractor and was purely to address the safety issues. The works will require the reinstalling most of the light fittings and the opportunity is being taken to upgrade the fittings to energy efficient LEDs but this has increased the costs. This request to install energy efficient fittings complies with the Town Council resolution regarding Climate Emergency. The urgency around resolving the safety issue remains paramount and it is therefore appropriate that the work proceed using Warren Electrical lighting at a cost of £5477.50 + vat, without seeking further quotes. Expenditure to be met from reserves.

FBP034/19 Insurance

To consider a proposal to renew for 3 years with Royal Sun Alliance at a cost per annum of approx £6500, replacing existing agreement with Aviva (current premium £ 7806.33).

RECOMM: That the insurance be moved to Royal Sun Alliance on a 3 year contract at a cost of £6500 (per annum).

FBP035/19 Tree Seat (Disposal of Assets)

The half circular tree seat was originally installed around the London Plane tree and is now surplus to requirements and DDDC have expressed interest in replacing Cruck Beam bench.

RECOMM: That the seat be given to DDDC at no cost to be installed at the Cruck Beam.

FBP036/19 Approval of Spinal Point increase for staff on incremental contracts

RECOMM: That clerk apply increases to those staff who are eligible within their current pay scales (applied at the anniversary of

commencing employment).

FBP037/19 Clerks Time Sheet

For period to 30th June 2019, the clerk had accrued 53.5 hours of TOIL

RECOMM: That matter be noted, and the clerk endeavour to reduce the accrual of TOIL over the next 3 months.

The meeting closed at 7:10 p.m.

.....Chairman