

**WIRKSWORTH TOWN COUNCIL – FINANCE, BUILDINGS & PERSONNEL  
COMMITTEE 10 JUNE 2019 at 6:30pm**

**FBP001/19 Present:** Cllr A Clamp (Chairman), Cllr S Barker, Cllr G Gratton, Cllr A Jordan, Cllr E Mcdonagh, Cllr A Pollock, Cllr P Taylor and Cllr C Whittall.

In attendance: 3 members of public, April Fussell (WTC Staff) and Paul Jennings (Town Clerk),

**FBP002/19 Election of Chair:**

**RESOLVED** that Cllr Clamp be appointed as chair of the Finance, Buildings and Personnel Committee.

**FBP003/19 Apologies:** None

**FBP004/19 Variation of Order of Business:** to take item 10 Community Grant for Traders Association and item 18 Sale of Stones Building immediately after confirming minutes of meeting.

**FBP005/19 Members' Pecuniary Interests in Agenda Items:** None

Cllr Clamp	Personal Interest – 10 Community Grant for Traders Association
Cllr Taylor	Personal Interest – 9 Community Grant for IndepenDance

*Open Forum opened 6:35pm*

**FBP006/19 Open Forum:**

A representative of the Traders Association spoke in support of the grant application.

A resident provided a brief summary of potential plans to use the Stones location to develop a Dojo and associated infrastructure.

*Open Forum Closed 7:05pm*

**FBP007/19 To confirm the accuracy of the Minutes of the Meeting of the Finance Buildings & Personnel Committee held on 8 April 2019**

The minutes of the meeting of the Finance, Buildings & Personnel Committee dated 8 April 2019 were confirmed as a correct record.

**FBP008/19 Request for Community Grant of £1120 – Traders Association**

Request for support to assist with the insurance expenses associated with holding events.

**RECOMM:** That a grant of £1000 be made, and that the group be asked to provide a more detailed accounting of the financial statements including revenue/expenditure from events over the course of the year. The Traders Association to work towards achieving self-sustainable funding for the group's activities for future years.

**FBP009/19 Sale of Stones Building**

**RECOMM:** That Cllr Gratton and Cllr Clamp be delegated to investigate possible future plans for the Memorial Hall and the wider site.

**FBP010/19 Monthly Budget Balance:**

The clerk provided the monthly budget balance, but advised that further work was required on the new system

**RECOMM:** That the monthly figures be noted and the clerk advise of any further updates to report formats.

**FBP011/19 Recommendations from Environment and Town Committee held on 3 June 2019**

**RECOMM:** That recommendations from E&T Committee only be referred to Finance Committee where the expenditure can not be met within an existing budget line.

**FBP012/19 Works undertaken on Memorial Hall, Town Hall & Kingsfield Play Area during Purdah**

**RECOMM:** That clerks decision be ratified to repair leaking flat roof, fix leaking pipe and repair Burco Boiler in Kitchen, affix flue bracket to boiler, fix earth fault in downstairs electrics, arrange full inspection of electrics at Memorial Hall, repair broken drain outside glee club store, broken window in Club Room Corridor, replace broken socket in Club Room, repair broken magnetic fire door catch to main hall at Town Hall, replace seat to infant swings at Kingsfield.

**FBP013/19 Request for Community Grant of £584 – INdependANCE (attached)**

Request for support to assist with the project expenses including attendance at Edinburgh Fringe.

**RECOMM:** That a grant of £300 be made towards the project.

**FBP014/19 Fire Risk Assessment**

**RECOMM:** That the clerk arrange for the Town Council Fire Safety contractor Hollinsend to undertake an inspection and assessment of both Town and Memorial Hall at a cost of £395+vat & £295+vat.

**FBP015/19 Dementia Audit**

WTC staff provided an explanation of the assessment process and recommendation of the audit.

**RECOMM:** the clerk adopt the recommendations for remedial actions identified in the report including signage, lift floor colours.

**FBP016/19 Removal of Partition Doors at Memorial Hall**

**RECOMM:** the doors be removed at a cost of £450+vat.

**FBP017/19 Heating at Memorial Hall**

The immersion heater has failed. Plumber has suggested that consideration be given to upgrading to more efficient system including replacing existing boiler.

**RECOMM:** that the clerk seek quotes to replace existing heating system (Boiler) to replace current boiler/immersion, including investigation into possible sustainable/renewable alternatives. Climate Emergency working party to also seek suggestions with regarding sustainable/renewable alternatives.

*Cllr Gratton dep 8:05pm*

**FBP018/19 Lighting at Memorial Hall**

Two of the existing fluorescent lighting fittings have failed in the Memorial Hall, electrician has suggested that consideration be given to upgrading to more efficient solution such as LED fittings and bulbs.

**RECOMM:** That the clerk seek advice from Rob Gill and to seek quote(s) from Warren Electrical to address the issue.

**FBP019/19 Bench and Tree Seat (Disposal of assets)**

The remaining seat (of 5) originally donated by Rotary in 1992 was not used as part of the garden redesign and isn't safe to use in its current condition. Rotary have offered to take this back for refurbishment and use on other projects. The half circular tree seat originally installed around the London Plane tree now surplus to requirements.

**RECOMM:** That the council agree to the request from Rotary to return the bench. That Councillors seek alternative uses for the Tree Seat and report back with suggestions.

**FBP020/19 Barmote Croft Toilets**

**RECOMM:** That the clerk arrange for the caretakers to repaint interior, exterior walls and doors.

**FBP021/19 RoSPA Playground Inspection Training**

This qualification needs to be updated for all staff, but the courses are no longer routinely hosted by Rural Action Derbyshire and will therefore need to be arranged direct with RoSPA.

**RECOMM:** That the clerk arrange for all staff to be trained in house by RoSPA provided that to mitigate the costs, 4 other attendees can be found for the course.

**FBP022/19 HR Process**

**RECOMM:** That Chair of FB&P to be nominated as the 2<sup>nd</sup> point of contact with Castle Associates (HR consultants) and given standing authorisation to access their advice and services.

As the need arises, that a committee be formed to deal with any HR issues; to comprise of 3 members drawn from Mayor, Chair of FB&P, Chair of E&T and deputy Mayor.

*The meeting closed at 8:45 p.m*

.....Chairman