

**WIRKSWORTH TOWN COUNCIL – FINANCE, BUILDINGS & PERSONNEL
COMMITTEE 14 MAY 2018 at 6:30pm**

FBP133/17 Present: Cllr A Clamp (Chairman), Cllr M Edwards, Cllr G Gratton, Cllr A Pollock, and Cllr C Whittall

In attendance: 1 member of the public & Paul Jennings (Town Clerk)

FBP134/17 Apologies: Cllr F Brown, Cllr I Fisher

FBP135/17 Variation of Order of Business: to take item 8, Request for a Community Grant for £2000 to W/W & District Community Sports Group immediately after open forum

FBP136/17 Members' Pecuniary Interests in Agenda Items:

Cllr Whittall	Personal Interest in item 8 on the agenda ; Request for a Community Grant for £2000 to W.W & District Community Sports Group
Cllr Edwards	Personal Interest in item 8 on the agenda ; Request for a Community Grant for £2000 to W.W & District Community Sports Group

FBP137/17 Open Forum

A member of public spoke in support of the request for a grant to W/W & District Community Sports Group

Open forum closed 6:45pm

FBP138/17 Request for a Community Grant for £2000 to W/W & District Community Sports Group

RECOMM: That a grant of £500 be made and that the group be encouraged to approach Wirksworth Memorial Foundation for support. If the Memorial Foundation are unwilling to provide financial support, then the Town Council to provide a £2000 grant (instead of £500). Funds to be taken from Donations (line 31).

FBP139/17 To confirm the accuracy of the Minutes of the Meeting of the Finance Buildings & Personnel Committee held on 16 April 2017

The minutes of the meeting of the Finance, Buildings & Personnel Committee dated 16 April 2018 were confirmed as a correct record.

FBP140/17 Monthly Budget Balance

The clerk provided a draft of the revised format for the monthly budget balance.

RECOMM: That the monthly figures be noted, and that the budget be amended to account for the revised DDDC support grant (Tuesday Market) which will now be £5000 per annum for 3 years.

FBP141/17 Request for a Concessionary meeting space from W/W Heritage Centre

RECOMM: That the request for 4 meetings in 2018/19 be agreed.

FBP142/17 Use of Community Spaces

RECOMM: That the request from Wirksworth Open Gardens to use the Memorial Hall car park and adjacent garden on 23rd and 24th June be agreed, and that the group be advised that they will need to ensure they have appropriate insurance and undertake a risk assessment. That the Request from Community Orchestra to use the garden adjacent to the Memorial Hall on the afternoon of the 25th of June be agreed and that the group be advised that they will need to ensure they have appropriate insurance and undertake a risk assessment. Cllr Gratton, Cllr Pollock and Cllr Whittall be delegated to prepare a draft procedure (for approval by FB&P) to formalise how to deal with future requests to use the Town Council open spaces.

FBP143/17 Church Walk

RECOMM: That a process for regular inspections be created once the land is transferred to Town Council Ownership. That signage be erected which identifies the town council land ownership, contact details etc. That a quote be sought to tackle any maintenance issue identified during inspections. That any costs incurred be charged to the newly created budget (line 20f).

FBP144/17 Treatment of VAT for Tuesday Market

RECOMM: That the same approach as adopted by DDDC be applied to the town Council's treatment of market stall rents – VAT not to be applied to stalls erected on Market Place or garden adjacent to Memorial Hall. This approach to be revised should HMRC provide a definitive ruling on the issue.

FBP145/17 IT – Offsite and Contingency Back-up

RECOMM: That 3 replacement back-up discs be purchased (General Admin - line 22).

FBP146/17 Inspection Report – Stage Lighting and Engineering report

RECOMM: That report be noted.

FBP147/17 Possible upgrade to office telecoms

RECOMM: That the existing system be upgraded to provide multiple lines and greater flexibility in call handling. The existing telecoms budget (line 23) be increased by £1000 - Unallocated (line 47) be reduced by £1000.

FBP148/17 The NJC has reached agreement on payscales for 2018 - 2019

RECOMM: That the new scales be implemented immediately and back dated to 1 April 2018 for those staff on NJC Contracts.

FBP149/17 Clerks Time Sheet

For period April 2018, the clerk had accrued 71.5 hours of TOIL

RECOMM: That an overtime payment of 25 hour be paid in June and

that the clerk's hours be reported at the next FB&P meeting (June).

The meeting closed at 8:00 p.m

.....Chairman