

MINUTES OF THE MEETING OF WIRKSWORTH TOWN COUNCIL HELD ON MONDAY 20 NOVEMBER 2017 AT 6.30 PM

C105/17 Present: Cllr A Clamp (Chair), Cllr G Gratton, Cllr I Fisher, Cllr A Jordan, Cllr S Maskrey, Cllr M Edwards, Cllr Cllr A Pollock and Cllr C Whittall

In attendance: 2 members of public, D Cllr M Ratcliffe, P Jennings (Town Clerk)

C106/17 Apologies: Cllr F Brown, Cllr J Stockell, Cllr P Taylor C Cllr I Ratcliffe

C107/17 Variation in Order of Business: None.

C108/17 Members' Pecuniary Interests in Agenda Items: None declared.

Open Forum opened 6:35pm Cllr M Edwards arrived

C109/17 Open Forum:

Nic Pollock and Judie Taylor (Co Chairs) of Wirksworth Twinning Association provided a presentation on recent activities and growth in membership.

D Cllr M Ratcliffe provided a written report and also advised that district council committee have recommended approval of the transfer of Tuesday market with a financial support package (as requested by Town Council).

The Clerk provided an update from the police. Cllr Whittall reported that he had been approached for advice regarding an incident racial abuse, the Clerk agreed to pursue with SNT.

Open forum closed 6:40pm

C110/17 Minutes of the Meeting of the Wirksworth Town Council dated 16th October and 6th November 2017:

The minutes of the Meeting of Wirksworth Town Council dated 16th October and 6th November 2017 were confirmed as a correct record.

C111/17 Town Mayor's Announcements

The Mayor has attended a number of events including Remembrance (both Sat & Sunday), Alderwasley School Prize giving as well a visit to Die.

C112/17 Accounts Paid October 2017:

RESOLVED That payment of the attached accounts in the sum of £14053.70 be formally approved.

C113/17 Tuesday Market / Garden adjacent Memorial Hall Landscaping

Cllr Clamp, Fisher, Taylor and Whittall provided an update on progress. Urban

Landscape have been engaged to provide revised design taking into account feedback from the consultation and a topographical survey has been arranged for start of December and this will be used by the designers to prepare a building specification. The consultants felt that the building works could be completed in 6 weeks and if required can also help to provide contacts for possible construction companies to undertake the work (it is currently planned that WTC undertake the tender process). The clerk also distributed a summary sheet which will be used to advise traders and residents of the results of the consultation.

RESOLVED that the Town Clerk to update the expressions of interest for both Building Works and for managing/Running the Market to now include a closing date of 1/12/17. The clerk to distribute the consultation summary to local traders, library, noticeboards and WTC website and links on facebook.

C114/17 Action taken during Recess using Delegated Powers

Open and accountable local government Aug 2014 specified that any decisions taken using delegated powers should be recorded.

RESOLVED to ratify the Clerk's actions (Appendix 1).

C115/17 Block Booking Policy

To consider changes to the booking policy to accommodate (upto) 4 block bookings per calendar year (Minute FBP058/17).

RESOLVED to adopt the policy. All regular room users to be advised of the new policy.

Cllr Gratton left 7:55pm

C116/17 Festival

The Clerk advised of discussions with Festival (Chair) which included possible ways to allow the Council to agree the level and value of concession in advance of the event.

RESOLVED that the council await confirmation from Festival regarding the length and extent of the planned Festival programme in the Town Council buildings. The clerk to refer then refer the request to council for discussion and agreement (to also include an approximate cost and implications for the budget).

Cllr Pollock left 7:55pm, returned 8:00pm

C117/17 Budget 2018/19

The clerk advised that no further amendments had been advised following last discussion at full council..

RESOLVED That Councillors at full Council in December should determine what commitments and projects can be undertaken in 2018/19 and set the precept. Two additional amendments to be included for discussion in the revised budget – reduction in potential operating costs of Market (now £5000) given expected support from DDDC and an increase in the Town Promotions Budget (from £2000 to £5000) to allow for greater support for go.wirksworth.

C118/17 Closer Working with the District Council

Resolved to accept the approach from DDDC and going forward commence quarterly meetings with DDDC Leadership (Clerk and Chair and or deputy to represent WTC). The first meeting to include the issue of W/W Parade/Well Dressing DDDC permissions, with the parade committee being invited to join the meeting to assist the Parade in determining what licenses and permissions are required for 2018.

C119/17 General Data Protection Regulation

The clerk provided an outline summary of the new legislation which whilst similar to Data Protection Act, will include new element and enhancements.

Resolved to adopt Data Retention Policy and for the clerk to advise on any further steps necessary to comply with GDPR (as more information becomes available before and after its introduction on 25th May 2018)

C120/17 Town Councillor Representative Reports

None.

C121/17 Information

i) Correspondence:

- 08/11/17 Letter of Thanks regarding re-siting Natwest ATM – Town Centre Action Group

ii) To be tabled at meeting:

a. DALC Circulars:

DALC Annual Report

Circular No 13: DALC Annual Executive Meeting & AGM - CiLCA Qualifications - Feedback from the NALC Conference and Award - East Midlands Councils Policy Update - Councillor Essential Training January 2018

The meeting closed at 8:50 pm

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Chairman

Appendix 1
Delegated Decisions

Date	Decision Taken	Alternative Options Considered and/or background information
08/11/17	To commit £3000 in support of the Fanny Shaw Community Building Project (to secure £27000 of grant funding)	<p>The reason for requesting the use of delegated powers to resolve the issue before November meeting is:-</p> <p>The ownership of the toilet block has been transferred from DDDC to WTC to allow the building to be refurbished for community use.</p> <p>An officer of the Town Council has brought together a project group of comprised of representatives from schools, scouts and residents (and has also received a letter of support from the Police) and the group has been pursuing funding for the Fanny Shaw Toilet Block.</p> <p>The officer received a call from one of the grant givers to clarify a few matters and ask a question (... regarding potential 3rd party funding support)..</p> <p>The project is in strong position to receive approximately £30000 of funding to allow it to be changed into a community building BUT we have now found out that the provision of the grant would be contingent on a 10% contribution. The grant giving board are meeting next week (Tuesday) and require confirmation that the project will be willing to provide the 10% support (£3000)</p> <p>The Clerk proposed that £3000 be taken from Unallocated line of the budget (there is approx £3500 left at present), however also suggest consideration be given to tasking the group with fundraising to contribute towards this. If the grant application is unsuccessful the £3000 would not be required.</p>

Accounts Paid

Oct-17

Date	Invoice From:	Chq No	Supplier's VAT Reg No	Goods/Services	Budget Heading (see budget)	Amount	VAT	Total
02/10/2017	WPS	8492		Insurance		543.31		543.31
02/10/2017	Irongate Group	8493	558532518	Caretaker Consumerables	2	97.66	19.53	117.19
02/10/2017	Trust Security	8494	509472634	CCTV Fault	2	68.34	13.66	82.00
02/10/2017	Petty Cash (void drawn by card)	8495		Petty Cash	22	0.00		0.00
02/10/2017	J Sloan	8496		Bus Shelter Cleaning	42	40.00	0.00	40.00
02/10/2017	A Shingler	8497		Grit Bin signage	32	195.00		195.00
	payroll	8498-8499		payroll	4,16,21	2497.73		2497.73
02/10/2017	DDDC	8500		Bins (Town&Mem Halls)	2,14	455.00		455.00
02/10/2017	Lester Lowe Ltd	8501	789313391	Materials Footpath Repair Office & Caretaker	40	17.81	3.56	21.37
02/10/2017	Viking Derbyshire Dales Design & Print	8502	536153357	Consumerables	2,22	161.20	21.04	182.24
16/10/2017	RBL	8503	543770535	Printing - Garden Redesign	22	54.00	10.80	64.80
16/10/2017	S Maskrey	8504		3xWreath	22	54.00		54.00
16/10/2017	Urban Wilderness	8505		RoW works	40	590.00		590.00
19/10/2017	Twinning Association	8506	166572189	Mem Garden Design Works	UA	1719.02	343.80	2062.82
19/10/2017	Action on Hearing Loss	8507		Community Grant	34	300.00		300.00
23/10/2017	Peak Tree Force	8508	564524337	Hearing Loop Survey	2	225.00	45.00	270.00
23/10/2017		8509		Wash Green Maintenance	20b	605.00		605.00
Electronic Payments								
	payroll			payroll	4,16,21	4633.04		4633.04
Direct Debit Payments and Standing Orders								
Oct-17	Castle Associates	Sto	114456924	Professional Services	22	43.00	8.60	51.60
Oct-17	Software into Action	Sto	789358066	IT Support	22	140.00	28.00	168.00
Oct-17	Sage	DDR	555909605	Payroll Software	22	28.00	5.60	33.60
Oct-17	Emtel	DDR	836375505	Managed Internet Mem Hall	15a	217.13	43.43	260.56
Oct-17	Zen Internet	DDR	686049501	Office Internet	22	27.00	5.40	32.40
Oct-17	British Gas	DDR	684966762	Elec T & M Hall	1,13	376.42	18.80	395.22
Oct-17	Corona	DDR	577704800	Gas T & M Hall	1,13	216.64	10.83	227.47
Oct-17	Daisy	DDR	722471356	Telecoms	23	59.46	11.89	71.35
Payments made using Debit Card								
04/10/2017	Petty Cash (Chq not accepted)	DCC		Petty Cash	22	100.00		100.00
						13463.76	589.94	14053.70
Transfer (Mayor's Charity)								
Transfer								
Oct-17	from Deposit to Current	Trf		Unity Trust		5000.00		5000.00