



WIRKSWORTH TOWN COUNCIL

TOWN HALL, WIRKSWORTH, DERBYSHIRE DE4 4EU

Email: townclerk@wirksworth.gov.uk

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Clerk to the Town Council & Responsible Financial Officer:

Paul Jennings BEng (Hons), Cert ICM

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

02 April 2019

Dear Councillor,

You are hereby summonsed to a Meeting of Finance Buildings & Personnel Committee on MONDAY 8 April 2019 at 6:30 p.m. in the Town Hall, Wirksworth.

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:** (3 minutes per speaker, total available 15 minutes)
 - 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 Buildings & Personnel Committee held on 11 March 2019** (Previously circulated)
6. **Monthly Budget Balance** (to be circulated at the meeting)
7. **Quarterly Balance Sheet & Bank Reconciliation** (to be circulated at the meeting)
Cllr (not Chair - Fin Rgs 2.2) to initial to confirm the bank statement and bank reconciliation.
8. **Plumbing and Drainage at Town Hall**
The disabled toilet isn't operating correctly
9. **Tree Works at Memorial Hall & Kingsfield** (attached)
To undertake maintenance works to trees at the rear of Memorial Hall (primarily crown thin and reduction), to inspect tree sling at Kingsfield (must be undertaken at least every 3 years).
10. **Clerks Time Sheet**
January - March 2019, to be signed by the Chair.

A handwritten signature in black ink, appearing to read 'Paul Jennings'.

Paul Jennings

Clerk to the Town Council & Responsible Financial Officer