



WIRKS WORTH TOWN COUNCIL

TOWN HALL, WIRKS WORTH, DERBYSHIRE DE4 4EU

Email: townclerk@wirksworth.gov.uk

Website: www.wirksworthtowncouncil.gov.uk

Clerk to the Town Council & Responsible Financial Officer:

Paul Jennings BEng (Hons), Cert ICM

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

05 March 2019

Dear Councillor,

You are hereby summonsed to a Meeting of Finance Buildings & Personnel Committee on MONDAY 11 March 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 February 2019** (Previously circulated)
6. **Monthly Budget Balance** (to be circulated at the meeting)
7. **Stage Improvements** (Cllr Taylor)
8. **Dalc Subscription** (attached)
To confirm level of support in 2019/20.
9. **Insurer Site Visit report** (attached)
To consider recommendations following Loss Prevention visit undertaken by the Town Council insurers who assessed the Town Hall buildings and associated risk management processes & procedures.
10. **Upgrade of Office Server** (attached)
Confirmation that the upgrade should proceed – expenditure already approved as part of 2019/20 Budget.
11. **Upgrade of email and office applications**
To migrate from the existing provider to new service to improve reliability and increase resilience of current office systems at an increased cost of between £140-£640 per annum for four licences (dependant on services adopted).

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

Paul Jennings

Clerk to the Town Council & Responsible Financial Officer