



# WIRKSWORTH TOWN COUNCIL

TOWN HALL, WIRKSWORTH, DERBYSHIRE DE4 4EU

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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

08 October 2019

Dear Councillor,

You are hereby summonsed to a Meeting of Finance Buildings & Personnel Committee on MONDAY 14 October 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 9 September 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. **Budget 2020/21**  
To consider any future potential/additional expenditure required.
9. **Equal Opportunities and inclusion** (proposal by Cllr Taylor)  
In the interests of Equal Opportunities and the emerging LGBTIQ+ inclusion issues should the Town Council.
  - Review its equal opportunities policy
  - Look to change the toilets into unisex cubicle only facilities
10. **Proposal to advertise for contributions towards the purchase of the Meadows** (Cllr Clamp - attached)  
Proposal on how to raise additional funds which may then be added to existing Town Council funds to increase the sealed bid/offer to be made to Bagshaws to acquire the land.
11. **Absence Management Policy** (attached)  
To adopt policy (draft document provided by Castle Associates) to give more structured approach to management of staff absence.
12. **Socket Outlet Adjacent to War Memorial** (attached)  
To consider the installation of an additional socket to be used during peace ceremony, remembrance and markets at a cost of £254.44+vat.
13. **Clerks Time Sheet** (to be circulated at the meeting)  
July – September 2019, to be signed by Chair.

Paul Jennings

Clerk to the Town Council & Responsible Financial Officer