



Community Centre . Bullenshaw Road . Hemsworth . Pontefract . West Yorkshire . WF9 4NE  
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Town Clerk: Mrs. Tina A. Pattison MMS, MILCM

## NOTICE OF A FINANCE COMMITTEE

You are hereby summoned to attend a Finance Committee of the Hemsworth Town Council to be held at the **Council Chamber, Hemsworth Town Council Community Centre, Bullenshaw Road, Hemsworth** on **Tuesday** next, the **24<sup>th</sup> day of January 2017** commencing at **7.00 p.m.** for the purpose of transacting the following business.

T. A. Pattison  
Town Clerk

### BUSINESS

#### 01 APOLOGIES FOR ABSENCE

#### 02 DECLARATIONS OF INTEREST

Councillors should disclose pecuniary or non-pecuniary interest/s in any item/s on this agenda.

**The Chairman to read out the following statement.** Members are referred to, and shall observe, the provisions of the Hemsworth Town Council's Code of Conduct. If a Councillor has a Disclosable Pecuniary Interest he/she must, unless a dispensation has been granted, withdraw from the meeting room and take no part in the discussion or vote. If any interest (Pecuniary or Non-Pecuniary) has not been entered in the Town Council's register then you must disclose it at the meeting and inform the Monitoring Officer within 28 days of the date of initial disclosure. Failure to abide by the provisions of the Code in regard to Disclosable Pecuniary Interests now amounts to a criminal offence.

#### 03 MINUTES

To receive and approve the Minutes of the meeting held on 8<sup>th</sup> November 2016 as detailed in Minute Book No. 4, 2016/2017, pages 144 – 162 and as adopted by the Town Council on 22<sup>nd</sup> November 2016.

#### 04 SUB COMMITTEES

|         |                  |                 |
|---------|------------------|-----------------|
| Finance | 15 November 2016 | <u>attached</u> |
| Finance | 14 December 2016 | <u>attached</u> |

**Finance Committee Agenda  
Continued  
24 January 2016**

**05 PAYMENT OF ACCOUNTS**

|  |                             |
|--|-----------------------------|
| <b><u>October 2016</u> Cheque No's 717337 to 717341</b>  | <b>= £439.36</b>            |
| <b>Direct debits</b>                                     | <b>= £42,804.03</b>         |
| <b>BACS</b>  | <b>= £97,901.21</b>         |
| Transfers  | = £7,362.95                 |
| Schedule Total   | <b><u>= £148,507.55</u></b> |
| <br>   |                             |
| <b><u>November 2016</u> Cheque No's 717342 to 717351</b> | <b>= £1,188.69</b>          |
| <b>Direct debits</b>                                     | <b>= £9,798.83</b>          |
| <b>BACS</b>  | <b>= £24,881.15</b>         |
| Transfers  | = £34,430.42                |
| Schedule Total   | <b><u>= £70,299.09</u></b>  |
| <br>   |                             |
| <b><u>December 2016</u> Cheque No's 717352 to 717356</b> | <b>= £847.01</b>            |
| <b>Direct debits</b>                                     | <b>= £9,548.95</b>          |
| <b>BACS</b>  | <b>= £29,820.53</b>         |
| Transfers  | = £33,431.07                |
| Schedule Total   | <b><u>= £73,647.56</u></b>  |

**The Chairman to sign and date the schedules.**

**06 CORRESPONDENCE**

The Town Clerk to report on the following:

- a. Yorkshire Audit – Internal audit report to include a change to the Financial Regulations
- b. YLCA - White Rose update

**07 GRANT APPLICATIONS**

The Town Clerk to report on the following:

- a. Westfield Food Bank
- b. Prince of Wales Hospice

**08 BUDGETS**

The Town Clerk to report on the following;

- a. Yorkshire Air Ambulance - To consider the purchase of defibrillator(s)
- b. Precept meeting
- c. Confirm Chairs actions – Financial Regulations 11e (purchase of Countax machine & Consultants fees re; Fitzwilliam Old peoples Centre)
- d. Fly a Flag for the Commonwealth
- e. Event to mark the end of WW1
- f. Replacement Cable runway (Playworld)

**Finance Committee Agenda**  
**Continued**  
**24 January 2016**

**09 EXCLUSION OF PRESS & PUBLIC**

**10 OPENING OF TENDERS – MACHINE SERVICING**

**11 STAFFING MATTERS**

The Town Clerk to report on the following:

- a. Sickness monitoring – All Staff
- b. Local Government Association – Advisory Bulletin
- c. Staffing review update
- d. Termination of Employment – Wages

**CIRCULATION:**

Councillors Beck, Briggs, Campbell, Draper, Jones, McIntyre, Morris, Nicholson, Swift, Upton, Westmorland & Wootton.

Tina Pattison  
Town Clerk  
18 January 2017

Ref: FC020117