

FINANCE COMMITTEE
8th March 2016

Present: Councillors Briggs (Chairman), Jones, Nicholson, Swift, Upson & Westmorland.

Apologies: Councillors Draper, McIntyre & Wootton.

No members of the public were in attendance.

306 DECLARATIONS OF INTEREST

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

The Chairman 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.

No disclosures were made.

307 MINUTES

RESOLVED: that the Minutes of the meetings held on 19th January & 2nd February 2016 as detailed in Minute Book No. 5, 2015/2016, pages 249 – 299 & 302 - 313 and as adopted by the Town Council on 9th February 2016, be received and approved.

308 SUB COMMITTEES

RESOLVED: That the notes and minutes of the sub committees, as detailed on pages 338 -339 of these minutes be noted:-

Finance	19 January 2016
Finance	16 February 2016

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309 PAYMENT OF ACCOUNTS

RESOLVED: That the schedule of accounts paid as circulated to all Town Councillors and detailed on pages 340 – 357 of these minutes be adopted:-

<u>January 2016</u> Cheque No's 716530 to 716532	= £357.70
Direct debits	= £7,096.63
BACS	= £52,471.23
Transfers	= £8,451.71
Schedule Total	<u>= £68,377.27</u>

The Chairman signed and dated the schedule.

310 CORRESPONDENCE

The Town Clerk reported on the following:

- a. CCLA Property Fund - Interest received
It was agreed that the amount of interest received as reported by the Town Clerk be noted.
- b. Municipal Mutual Insurance Scheme of Arrangement
It was agreed that the information received be noted.
- c. WPS – Community Guard Insurance
It was agreed that the details be noted and passed on to local groups for their information.
- d. Wakefield District Safer Places Scheme
It was agreed that the Town Council would join the Safer Places Scheme.
- e. WMDC – Precept confirmation
It was agreed that the information received be noted.

311 GRANT APPLICATIONS

The Town Clerk reported on the following:

- a. Laila Milly Foundation
Members considered the application received for a grant to complete an outdoor sensory garden.
It was agreed that a grant of £250 be approved.

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311 GRANT APPLICATIONS – continued

b. Hemsworth Dragons

Members considered the application received for a grant to purchase some new equipment.

It was agreed that a grant of £250 be approved.

312 EXCLUSION OF PRESS & PUBLIC

RESOLVED: That in view of the confidential nature of business to be transacted, it is advisable, in the public interest, that the public and press be excluded and they are instructed to withdraw

313 STAFFING MATTERS

The Town Clerk reported on the following:

a. Sickness monitoring – All Staff

It was agreed that the details provided by the Clerk on staff who had been on sick leave during the period 10 November 2015 to date be noted along with the information relating to long term sick/welfare meeting.

b. SLCC – Leadership in Action Conference

It was agreed that the Clerk could attend the conference in June.

c. Local Government Association – Advisory Bulletin

It was agreed that the details received be noted.

d. Six Month probation period

It was agreed that the details provided by the Clerk be noted and that the probation period be extended by 3 months.

e. Interviewing panel

It was agreed that Councillors Jones, Nicholson & Westmorland would form the interviewing panel.

f. Lease Car – Working group

It was agreed that Councillors Nicholson, Swift, Upson & Westmorland would form the working group.

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313 STAFFING MATTERS – continued

g. Staffing review update

RESOLVED: That the report which had been circulated with the agenda be noted and that an honorarium be paid to the staff member who has and is continuing to undertake additional duties and responsibilities.

h. Staff Handbook & Contracts of Employment – Napthens Solicitors

It was agreed that the information relating to the updating of the Staff Handbook & Contracts of Employment by Nathen's Solicitors be noted.

The meeting closed @ 7.25 p.m.

Tina Pattison
Town Clerk
2 March 2016

Ref: FC010316