

**FINANCE COMMITTEE**  
**08 November 2016**

**Present:** Councillors Westmorland (Chairman), Draper, Nicholson, Swift & Upson.

**Apologies:** Councillors McIntyre & Wootton.

**1 member of the public was in attendance.**

**171 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.

**Councillors Nicholson & Swift declared a pecuniary interest in agenda item 07a.**

**172 MINUTES**

**RESOLVED:** That the Minutes of the meeting held on 20<sup>th</sup> September 2016 and as detailed in Minute Book No. 3, 2016/2017, pages 110 – 123 and as adopted by the Town Council on 4<sup>th</sup> October 2016, be received and approved.

**173 SUB COMMITTEES**

**RESOLVED:** That the minutes of the sub committees, as detailed on pages 148 – 149 of these minutes be noted:-

Finance	20 September 2016
Finance	18 October 2016

**FINANCE COMMITTEE**  
**08 November 2016**

**174 PAYMENT OF ACCOUNTS**

**RESOLVED:** That the schedule of accounts paid as circulated to all Town Councillors and detailed on pages 150 – 162 of these minutes be adopted:-

<b><u>September 2016</u> Cheque No's 717326 to 717336</b>	<b>= £829.01</b>
<b>Direct debits</b>	<b>= £17,132.92</b>
<b>BACS</b>	<b>= £256,864.59</b>
Transfers	= £337,589.68
Schedule Total	<b><u>= £612,416.20</u></b>

**The Chairman signed and dated the schedule.**

**175 CORRESPONDENCE**

The Town Clerk reported on the following:

- a. CCLA Public Sector Deposit Fund  
**It was agreed** that the details supplied by the Clerk be noted.
- b. Barclays Bank - Charges  
**It was agreed** that the details supplied by the Clerk be noted.

**176 GRANT APPLICATIONS**

The Town Clerk reported on the following:

- a. Kinsley Boys Football Club  
Members considered the application received. Councillor Upson proposed that before any further grants are considered that the Clerk obtains full details from the District Council re; grant funding provided to groups in Hemsworth Township. This was seconded by Councillor Swift.  
**RESOLVED:** That the Clerk obtains the information and reports back to the next committee meeting.

**It was agreed that the next item be taken in exclusion of press and public.**

- b. Kinsley & Fitzwilliam Learning & Community Centre (refer to Minute No. 138a)

**FINANCE COMMITTEE**  
**08 November 2016**

**177 BUDGET 2016/17**

The Town Clerk reported on the following;

- a. 2<sup>nd</sup> Quarter Budget report

Members discussed the budget report which had been circulated with the agenda. The Clerk informed members that the information had been circulated to all Town Councillors but no matters had been raised. The Clerk provided a brief overview of the budgets.

**RESOLVED:** That the information and report provided by the Clerk be noted.

**178 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

**179 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 21<sup>st</sup> September 2016 to date be noted.

- b. Local Government Association – Advisory Bulletin

**It was agreed** that the details received be noted.

- c. Staffing review update including probationary period reports (3 staff members)

**It was agreed** that the details provided by the Clerk be noted and approval was given to the three staff members positions becoming permanent.

- d. Termination of Employment – Wages

**It was agreed** that the Clerk be given authority to take the necessary action to recover the outstanding monies due to the Town Council.

- e. Annual Leave – Christmas & New Year

Councillor Upson proposed that following numerous changes in working practices that had been introduced over the past year that in recognition of the staffs good work that 2 additional days of annual leave be granted (to be taken on Christmas Eve and New Year's eve. This would be subject to services remaining open and for staff who had to work on these days then the two additional days would be added to their leave entitlement). This was seconded by Councillor Draper.

**RESOLVED:** That by a unanimous vote the proposal for 2 additional days leave be granted.

**FINANCE COMMITTEE**  
**08 November 2016**

**Councillors Nicholson & Swift having declared a pecuniary interest left the meeting for the next agenda item which was to deal with the grant application for Kinsley & Fitzwilliam Learning & Community Centre. As this left the meeting not quorate no further business was conducted and it was agreed that the application be discussed at a future meeting**

**The meeting closed @ 7.35 p.m.**

Tina Pattison  
Town Clerk  
08 November 2016

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