



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 **8th day of November 2016** 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 20th September 2016 and as detailed in Minute Book No. 3, 2016/2017, pages 110 – 123 and as adopted by the Town Council on 4th October 2016.

04 SUB COMMITTEES

Finance	20 September 2016	<u>attached</u>
Finance	18 October 2016	<u>attached</u>

**Finance Committee Agenda
Continued
08 November 2016**

05 PAYMENT OF ACCOUNTS

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

The Chairman to sign and date the schedule.

06 CORRESPONDENCE

The Town Clerk to report on the following:

- a. CCLA Public Sector Deposit Fund
- b. Barclays Bank - Charges

07 GRANT APPLICATIONS

The Town Clerk to report on the following:

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

08 BUDGET 2016/17

The Town Clerk to report on the following;

- a. 2nd Quarter – see attached report (information circulated to all Town Councillors)

09 EXCLUSION OF PRESS & PUBLIC

10 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 including probationary period reports (3 staff members)
- d. Termination of Employment – Wages
- e. Annual Leave – Christmas & New Year

CIRCULATION:

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

Tina Pattison
Town Clerk
02 November 2016

Ref: FC011116