



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

NOTICE OF THE ANNUAL TOWN COUNCIL MEETING

You are hereby summoned to attend the Annual Town Council Meeting of the Hemsworth Town Council to be held at the **Council Chamber, Hemsworth Town Council Community Centre, Bullenshaw Road, Hemsworth** on Tuesday next, the 17th day of May 2016 commencing at 7.00 p.m. for the purpose of transacting the following business.

T A Pattison
Town Clerk

BUSINESS

- 01 **Election of Chairman**
- 02 **To receive the Chairman's Declarations of Acceptance of Office**
- 03 **Election of Vice-Chairman**
- 04 **Public question time**
To receive questions from Members of the Public as per the Town Council's Standing Orders - 1 d & e.
- 05 **Police Representation at Town Council Meetings**
If a representative from the Police is in attendance they will be given the opportunity to raise any relevant matter. Members of the Council however will restrict Police matters they raise to those relating to Hemsworth Township.
- 06 **Apologies for absence**

Annual Town Council Meeting
17 May 2016
Agenda - continued

07 Declarations of Interest

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

08 To fix the amount of the Chairman's allowance in pursuance of section 15 (5) of the Local Government Act 1972.

09 To appoint or otherwise determine the Committee structures in accordance with the agreed terms of reference
See Town Clerk's report – attached

10 To determine and appoint members to serve on Committees.

11 To agree dates, times and venue of meetings – see timetable attached

12 The Council's Financial Regulations
To amend or adopt the Council's Financial Regulations – See Town Clerk's report – attached

13 The Council's Standing Orders
To amend or adopt the Council's Standing Orders – See Town Clerk's report – attached

14 Final Accounts (Annual Return) 2015/16
See Town Clerks report attached

15 Financial Statements for the year ended 31 March 2016
See Town Clerks report attached

16 To appoint representatives on outside bodies.
YLCA 2 Councillors

17 Review of inventory of land and assets including buildings and office equipment
The Town Clerk to report.

Annual Town Council Meeting

17 May 2016

Agenda - continued

18 Review and confirmation of arrangements for insurance cover in respect of all insured risks

The Town Clerk to report.

19 Correspondence

The Town Clerk to report on the following items of correspondence received:

- a. Carol Dawson – Hemsworth Market (See attached)
- b. YLCA – White Rose Update
- c. Yorkshire Internal Audit - See report attached
- d. Wakefield Together Partnership – White Ribbon status (Violence against Women)
- e. Healthwatch Wakefield
- f. WYJS – SAFER Newsletter

20 Casual Vacancy – Kinsley Ward

The Town Clerk to report.

21 Planning Matters

The Town Clerk to report on the following:

- a. Weekly planning lists, applications, acknowledgment of comments and notification of decisions
- b. Objection – Application No. 16/00769/FUL

22 Town Council Meeting

To receive and confirm the Minutes of the meetings held on 22 March 2016, as detailed in Minute book No. 7, pages 361 - 362.

23 To approve the signing of the Minutes as a correct record by the person presiding

24 Committee & Sub Committee Meetings

To adopt the minutes of committees and sub committees and consider matters arising for information, as detailed in Minute Book No. 7.

Page No.	Committee	Date
363 - 375	Leisure	12 April 2016
376 - 381	Recreation	19 April 2016
382 –384	Finance	26 April 2016
385	Finance Sub	15 March 2016
394 – 395	Policy	10 May 2016

N.B. Payments re: February & March 2016 are detailed on pages 386 - 393.

Annual Town Council Meeting
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Agenda - continued

25 Accounts for Payment

To confirm the payment of accounts as approved under Minute No. 348 of the Finance Committee held on 26 April 2016.

CIRCULATION

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

T A Pattison
Town Clerk
11 May 2016

Ref: TC 010516-M3.10