

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 **21st day of January 2014** 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.

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 12th October 2014 as detailed in Minute Book No. 4, 2013/2014, pages 167 - 177 and as adopted by the Town Council on 3rd December 2013.

04 SUB COMMITTEES

To receive, adopt or otherwise deal with the minutes of the following Sub Committees:-

Finance	19 November 2013	<u>attached</u>
Finance	18 December 2013	<u>attached</u>

Finance Committee Agenda
Continued
21 January 2014

05 PAYMENT OF ACCOUNTS

To receive and approve the following paid accounts attached:-

<u>October 2013</u> Cheque No's 715430 to 715507	= £69,245.52
Direct debits	= £12,604.45
Transfers	= £11,275.31
Schedule Total	<u>= £93,125.28</u>

<u>November 2013</u> Cheque No's 715508 to 715574	= £62,315.53
Direct debits	= £9,213.85
Transfers	= £4,364.21
Correction (Cash book transfer incorrect)	= £240.00
Schedule Total	<u>= £76,133.59</u>

<u>December 2013</u> Cheque No's 715575 to 715631	= £50,107.67
Direct debits	= £7,459.22
Transfers	= £5,025.83
Schedule Total	<u>= £62,592.72</u>

The Chairman to sign and date the schedules.

06 CORRESPONDENCE

The Town Clerk to report on the following:

- a. Letter of appreciation -Royal British Legion (Kinsley Branch)
- b. Cedars Children Centre
- c. Letter of appreciation -Kinsley & Fitzwilliam Learning & Community Centre
- d. Connect 5 – Request for funding re: Community Bus (S106a Transport Act 1985)

07 INVESTMENTS

The Town Clerk to report on the CCLA Local Authorities Property Fund and members to consider purchasing units in this fund

08 EXCLUSION OF PRESS & PUBLIC

09 JUDICIAL REVIEW

The Town Clerk to provide a further update in relation to financial matters (Default Cost Certificate), enforcement action and budget implications (refer to Minute No's 27, 125,180 & 224)

10 OPENING OF TENDERS – MACHINE SERVICING

11 OPENING OF TENDERS – ICE CREAM CONCESSION

12 STAFFING MATTERS

The Town Clerk to report on the following:

- a. Sickness monitoring – All Staff
- b. West Yorkshire Pension Fund – implication on budgets
- c. Disciplinary matters - update
- d. Staffing Structure
- e. Review of Contracts/Terms & Conditions
- f. Salary payment/resignation matter
- g. Maternity Pay/Return to work
- h. Staff request re: annual leave 2014/15
- i. SLCC – Larger Council's Conference
- j. Administration Assistant progress update re: Level 2 Business & Administration
- k. Local Government Yorkshire & Humber – Employment Law Update (Advisory Bulletins)

CIRCULATION:

Councillors Campbell, Draper, S.L. Gilliver-Cooper, S. Gilliver-Cooper, Jones, Leach, McIntyre, Nicholson, Pickin, Swift, Upson, Westmorland & Wootton.

Tina Pattison

Town Clerk

15 January 2014 2013

Ref: FC02-0114