

FINANCE COMMITTEE

29 July 2014

Present: Councillors Campbell, Draper, Jones, Leach, Nicholson, Swift, Upson, Westmorland & Wootton.

Apologies: Councillor McIntyre.

No members of the public were in attendance.

91 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 disclosable pecuniary interest in agenda item 07b.

92 MINUTES

RESOLVED: that the Minutes of the meeting held on 17th June 2014, as detailed in Minute Book No. 1, 2014/2015, pages 021 - 038 and as adopted by the Town Council on 8th July 2014 be received and approved.

93 SUB COMMITTEES

RESOLVED: That the minutes of the sub committee, as detailed on page 64 of these minutes be noted:-

Finance 17 June 2014

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94 PAYMENT OF ACCOUNTS

RESOLVED: That the schedule of accounts paid as circulated to all Town Councillors and detailed on pages 065–070 of these minutes be adopted:-

June 2014 Cheque No's 715972 to 716040	= £70,475.87
Direct debits	= £ 8,459.00
Transfers	= £76,119.77
Schedule Total	<u>= £155,054.64</u>

The Chairman signed and dated the schedules.

95 CORRESPONDENCE

The Town Clerk reported on the following:

a. Jolly Tots – Letter of appreciation
It was agreed that the letter of appreciation be noted.

b. PKF Littlejohn – Final Accounts 2013/14
The Clerk gave details of the outcome of an objection made by a parishioner on the accounts (explanation satisfactory and no further questions for the Council in relation to recharges). The Clerk informed members that additional fees would be charged to the Council as a result of the correspondence and phone calls.
The Clerk stated that she was now in receipt of additional correspondence on two further questions from the same parishioner and was awaiting PKF Littlejohn's contacting her.
It was agreed that the information be noted.

c. Hemsworth & District Partnership – Extension of Lease period (refer to Minute No. 350a (2013/14)).
The Town Clerk gave details of a request from Hemsworth & District Partnership for the Council to consider extending the lease on the building to 3, 5 or 10 years so the group could apply for funding to maintain and extend the services provided.
Members discussed in detail the request and assistance the Council had given to date and Councillor Jones proposed that `as was agreed in March 2014 a review on the length of lease would be undertaken in 12 months time and that when considering the extension of the lease that the group provide a business plan detailing the services that are being provided, what the group are intending to do and documentation on the grants that have been applied for`. This was seconded by Councillor Upson.
RESOLVED: That be a unanimous vote the proposal was carried.

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96 GRANT APPLICATIONS

The Town Clerk reported on the following applications:

- a. Kinsley Food Bank

It was agreed that the grant request be approved (£1,000).

Councillors Nicholson & Swift having declared an interest in the next agenda item left the room taking no part in discussions.

- b. Kinsley & Fitzwilliam Learning & Community Centre (Refer to Min. No's 111, 222 (2013/14)) and the Budget report (11/02/14)

Members considered the information provided by the Centre for additional financial assistance from the Town Council by way of a grant. Members discussed in depth previous assistance given and the Clerk referred members to the budget report.

RESOLVED: That a grant of £5,000 be approved with the proviso that a member of the Town Council is appointed onto the board.

Councillors Nicholson & Swift returned to the meeting.

97 QUARTERLY BUDGET REPORT

The Town Clerk informed members that the report had been circulated to all Town Councillors and she had received no questions.

The Clerk did highlight the wages re; Lakeside and that she was checking the allocation of hours and spend to date against the budget.

It was agreed that the report and information provided by the Clerk be noted.

98 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.

99 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 17 June 2014 to date be noted.

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99 STAFFING MATTERS - continued

b. Staffing review update

It was agreed that the staffing report update and proposals be agreed in principle subject to clarification from the HR Consultants on implementation procedures.

c. Disciplinary Hearing Panel – Investigation report/results

The meeting was informed of investigations that had taken place in relation to serious allegations made and the results of the hearing panel.

It was agreed that the information be noted and the Clerk refers one of the matters to the Solicitor for necessary action.

d. Grievances – report & updates

No report or discussion took place on this matter due to the grievances still going through the disciplinary and grievance process.

Meeting closed @ 8.30 p.m.

Tina Pattison
Town Clerk
29 July 2014
Ref: FC040714