

**FINANCE COMMITTEE**  
**16 September 2014**

**Present:** Councillors Campbell, Nicholson, Swift, Westmorland and Wootton.

**Apologies:** Councillors Draper, Jones, McIntyre and Upson

**0 Members of the public were in attendance.**

**143 DECLARATIONS OF INTEREST**

**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. No declarations were made

**144 MINUTES**

**RESOLVED:** that the minutes of the meeting held on 29 July 2014, as detailed in Minute Book No. 2, (2014/2015) pages 60 – 63 and as adopted by the Town Council on 19 August 2014 be received and approved.

**145 SUB COMMITTEE**

**RESOLVED:** that the minutes of the Sub Committees as detailed on pages 095 and 096 of these minutes be noted:-

Finance 24 July 2014  
Finance 19 August 2014

**146 PAYMENT OF ACCOUNTS**

**RESOLVED:** that the schedule of accounts paid as circulated to all Town Councillors and detailed on pages 097-106 of these Minutes be adopted:-

<b>July 2014 Cheque No's 716043 to 716103</b>	<b>= £75,896.95</b>
<b>Direct debits</b>	<b>= £ 8916.03</b>
Transfers	= £42354.47
Schedule Total	<u>= £127167.45</u>

<b>August 2014 Cheque No's 71614 to 716166</b>	<b>= £71,388.59</b>
<b>Direct debits</b>	<b>= £ 17,036.14</b>
Transfers	= £11,735.72
Schedule Total	<u>= £100,160.45</u>

**The Chairman to signed and dated the schedules.**

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**147 CORRESPONDENCE**

The Office Manager reported on the following:

a. West End Junior Football Club – Thank You Letter.

**It was agreed** that the letter of appreciation be noted.

b. First Impressions – Hanging Baskets.

**It was agreed** that the cost of the missing hanging baskets is refunding in this financial year and members agreed to accept the offer of eight free Spring Baskets for Hemsworth.

c. Glyn Jones – Change of Company

**It was agreed** that the information be noted.

**148 GRANT APPLICATION**

The Office Manager reported on the following application.

**It was agreed** that a grant of £250.00 be approved towards the Remembrance Day event.

**149 EXCLUSION OF PRESS AND PUBLIC**

**Resolved:** That in view of the confidential nature of the business to be transacted, it is advisable, in the public interest that the public and press are excluded and they are instructed to withdraw.

**150 STAFFING MATTERS**

The Office Manager reported on the following:

a. Sickness monitoring – All Staff

**It was agreed** that the details provided by the Office Manager on staff who had been on sick leave during the period 29 July 2014 to date be noted.

b. Minimum Wages Increase – 01 October 2014

The Office Manager informed members of the increase in the minimum wage which takes effect from 01 October 2014.

**It was agreed** that the information be noted and that the necessary increase in wages to staff be implemented.

c. Staffing Review Update.

The Office Manager informed members of current stance in relation to the staffing review.

**It was agreed** that the information be noted.

d. Grievances Reports & Updates.

The Office Manager informed members of the situation in relation to Grievances, Reports and Updates.

**It was agreed** that the information be noted.

Meeting closed at 07:25

Rachel Middleton – Office Manager      16 September 2014 - FC-16 September 2014