

## 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 **10<sup>th</sup> day of November 2015** 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 22<sup>nd</sup> September 2015 as detailed in Minute Book No. 3, 2015/2016, pages 140 – 179 and as adopted by the Town Council on 6<sup>th</sup> October 2015.

#### 04 SUB COMMITTEES

Finance

15 October 2015

**attached**

**Finance Committee Agenda  
Continued  
10 November 2015**

**05 PAYMENT OF ACCOUNTS**

To receive and approve the following paid accounts **attached**:-

<b>September 2015 Cheque No's 716512 to 716513</b>	<b>= £250.45</b>
<b>Direct debits</b>	<b>= £14,457.02</b>
<b>BACS</b>	<b>= £75,604.59</b>
Transfers	= £343,817.56
Schedule Total	<b>= £434,129.62</b>

**The Chairman to sign and date the schedules.**

**06 CORRESPONDENCE**

The Town Clerk to report on the following:

- a. Kinsley & Fitzwilliam Learning & Community Centre (letter of appreciation)
- b. CNG – Gas supply estimated invoice

**07 GRANT APPLICATIONS**

The Town Clerk to report on the following:

- a. St. Helen's Church, Hemsworth - External Wall Repairs

**08 BUDGET 2015/16**

The Town Clerk to report on the following;

- a. 2<sup>nd</sup> Quarter – **see attached report**
- b. CCLA – Deposit Fund – notification of interest
- c. Maintenance agreements quotations
- c. Health & Safety – cost implications re; Management of Legionella
- d. Hemsworth Water Park – Electrical remedial work

**09 EXCLUSION OF PRESS & PUBLIC**

**10 STAFFING MATTERS**

The Town Clerk to report on the following:

- a. Sickness monitoring – All Staff
- b. Staffing review issues including the job evaluation update
- c. Change in working hours – Team A – **see attached report**
- d. Lease Car – **see attached report**
- e. Christmas & New Year holidays
- f. Changes to Staff Pay Periods – **see attached report**

**CIRCULATION:**

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

Tina Pattison

Town Clerk

04 November 2015

Ref: FC011115