

TOWN COUNCIL
07 October 2014

Present: Councillors Campbell, Draper, Kenyon, McIntyre, Nicholson, Swift, Upson (Chairman) & Westmorland.

Apologies: Councillors Jones, Pickin and Wilson.

1 Police Member

11 Members of the public were in attendance.

159 PUBLIC QUESTION TIME

To receive questions from Members of the Public as per the Town Council's Standing Orders - 1 d & e.

No questions had been submitted.

160 STANDING ORDERS

a. To suspend Hemsworth Town Council's Standing Order 4J consent to record, broadcast or transmit the proceedings of a meeting.

The Chairman updated members on the legislation requiring an amendment to Standing order 4J.

Resolved: that Standing Order 4J is suspended.

b. In accordance with the Government's Openness of Local Government Regulations 2014 members to discuss, adopt or otherwise deal with the amendment to Standing order 4J and the Policy for the Effective Management of Recording at meeting of Hemsworth Town Council.

Resolved: that the new Standing Order 4J is adopted permitting the recording of Council Meetings in line with the Openness of Local Government Bodies Regulations 2014, under the policy of Hemsworth Town Council to effectively and lawfully manage this activity.

161 POLICE REPRESENTATION AT TOWN COUNCIL MEETINGS - (Refer to Minute No. 70 – 2012/13)

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.

The Police representative informed the meeting of the Police and Communities of Hemsworth meeting that was to take place on Wednesday 12 November 2014 between 19:00 and 20:00 in the Community Centre. Information was also provided on the scheme being rolled out in local schools call Adopt a Bobby Scheme.

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162 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.

No disclosures were made.

163 RECORD OF OFFICER'S DELEGATED DECISIONS

To discuss and deal with the requirements for a Written Record of an Officer's Delegated Decision.

The Chairman highlighted the need to adopt the policy for a written record of an Officer's delegated decision.

Resolved: that under the Openness of Local Government Bodies Regulations 2014 the policy to record a written record of decision of a delegated officer is approved.

164 NOTICE OF CONCLUSION OF THE AUDIT

The Chairman informed members of the receipt of the conclusion of the Annual Audit for the period ending 31 March 2014.

It was agreed that the information be noted and that the Clerk and office staff are thanked for their work over the past few years.

165 CORRESPONDENCE

The Deputy Town Clerk/Office Manager to report on the following items of correspondence:

- a. Commonwealth Day 2015 – Flay a Flag for the Commonwealth – 09 March 2015
Members were informed of the information received relating to the Flay a Flag for the Commonwealth Day on 09 March 2015.

It was agreed in principle to provide this and that this matter is referred to the next Leisure Committee.

- b. Electronically providing Agendas for meetings to Councillors.
Members discussed the proposal to have agendas and information provided electronically to members.

It was agreed that the information be noted and members wishing to receive electronic agendas and reports contact the administration office.

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165 CORRESPONDENCE - continued

- c. Business Rates to Town and Parish Councils – Update.
It was agreed that the information be noted.

166 PLANNING MATTERS

The Deputy Town Clerk/Office Manager to report on the following:

- a. Weekly planning lists, applications, acknowledgment of comments and notification of decisions.
It was agreed that the information be noted.
- b. Application Approved for outline planning Spring Close Kinsley
It was agreed that the information be noted.

167 LICENCING

The Deputy Town Clerk/Office Manager to report on the application for the Victoria Hotel.

It was agreed that the information be noted.

168 TOWN COUNCIL MEETING

To receive and confirm the Minutes of the Town Council meeting held on 19th August 2014, as detailed in Minute Book No. 3, 2014/2015, pages 073 – 076.

Councillor Kenyon stated that Minute 117 was incorrect members discussed this matter and the Chairman put forward a proposal to accept the minutes as a true record of the meeting. This was seconded by Councillor Westmorland.

RESOLVED: by a vote of six for and one against the Minutes were recorded as a true record of the meeting.

169 COMMITTEE & SUB COMMITTEE MEETINGS

To adopt and confirm the Minutes of Committees & Sub Committees and consider matters arising for information, as detailed in Minute Book No. 3, 2014/2015:

PAGE NO.	COMMITTEE	DATE
077 - 085	Leisure	02 September 2014
086	Special Finance	09 September 2014
087 - 092	Recreation	09 September 2014
093 - 106	Finance	16 September 2014
095	Finance Sub	24 July 2014
096	Finance Sub	19 August 2014
107 - 108	Policy	23 September 2014

N.B. Payments re: July 2014 are detailed on pages 097- 101.

Payments re: August 2014 are detailed on pages 102 - 106.

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169 COMMITTEE & SUB COMMITTEE MEETINGS – continued

Councillor Kenyon raised matters relating to the Lakeside, Football Facility, staffing, and hanging baskets, Council's solicitors and allotments.

The Chairman responded accordingly that the matter relating to staffing be moved to exclusion of the press and public, that the request regarding the stock reports be discussed at the next Finance Committee and that where permitted the copies of invoices requested would be provided.

Councillor Kenyon raised matters relating to cheque numbers 716061, 716075, 716100, 716123, 716128, 716150 and 716166

Due to the confidential nature of items 716150 and 716166 the Chairman informed the meeting that these would be discussed in exclusion of press and public.

The Chairman of the Council or the Deputy Town Clerk responded accordingly to the matter raised.

170 ACCOUNTS FOR PAYMENT

RESOLVED: that in accordance with Minute No. 351 (14/11/95), the accounts for payment as examined and approved under Minute No. 146 of the Finance Committee held on 16 September 2014, be confirmed and approved for payment.

171 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.

172 QUESTIONS ON THE MINUTES AND MATTERS ARISING FOR INFORMATION – continued.

The Chairman responded to Councillor Kenyon's request for information in relation to Minute 133 and cheque numbers 716150 and 716166.

Meeting closed at 20:00

Rachel Middleton
Deputy Town Clerk/Office Manager
07 October 2014
TC071014