



Community Centre .Bullenshaw Road .Hemsworth .Pontefract .West Yorkshire .WF9 4NE

Tel: (01977) 617617 Fax: (01977) 610494

Email: clerk@hemsworthcouncil.co.uk Web: www.hemsworthcouncil.co.uk

Town Clerk: Alan Draper

NOTICE OF THE ANNUAL COUNCIL MEETING

You are hereby summoned to attend the Annual Council Meeting of Hemsworth Town Council to be held in the main hall, Hemsworth Town Council Community Centre, Bullenshaw Road, Hemsworth on Tuesday 14 May 2019 commencing at 7pm for the purpose of transacting the following business.

Alan J Draper
Town Clerk

BUSINESS

- 01 Election of chairman**
- 02 To receive the chairman's declaration of acceptance of office**
- 03 Election of vice-chairman**
- 04 Declarations of acceptance of office**
Unless already having done so, elected members to sign their respective declarations of acceptance of office.
- 05 Public question time**
To receive questions from members of the public.
- 06 Police representation at council meetings**
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 the Hemsworth township.
- 07 Apologies for absence**
- 08 Declarations of interest**
Councillors should disclose pecuniary and/or non-pecuniary interest(s) in any item(s) on this agenda.

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Chairman to read out the following statement:

Members are referred to, and shall observe, the provisions of 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 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 potentially constitutes a criminal offence.

- 09 To determine the amount of the chairman's allowance in pursuance of section 15 (5), Local Government Act 1972**
- 10 To appoint or otherwise determine the committee structures in accordance with the agreed terms of reference**
(see attached report)
- 11 To determine and appoint members to serve on committees**
- 12 To agree dates, times and venue of meetings**
(see attached calendar of meetings)
- 13 Financial regulations**
To review and adopt the council's financial regulations *(already provided to members)*.
- 14 Standing orders**
To review and adopt the council's standing orders, including the code of conduct *(already provided to members)*.
- 15 Internal controls and internal audit**
To review and consider the efficacy of the system of internal controls, to receive and approve the internal auditor's report and to appoint an internal auditor and the scope of internal audit for the ensuing year *(see attached internal audit report 2018-19)*.
- 16 Annual governance statement 2018-19**
To consider and approve the annual governance statement for the year ended 31 March 2019 *(see attached annual governance statement 2018-19)*.
- 17 Annual accounting statements 2018-19**
To consider and approve the annual accounting statements for the year ended 31 March 2019 *(see attached annual accounting statements 2018-19)*.
- 18 To appoint representatives on outside bodies**
Yorkshire Local Councils Association - two councillors.

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19 Review and confirmation of arrangements for insurance cover in respect of all insured risks
The town clerk to report accordingly.

20 Review of inventory of land and assets including buildings and office equipment
The town clerk to report accordingly.

21 Planning matters
To consider planning matters including the following:
a) Planning applications and notification of decisions
b) The former site of Hemsworth Market
c) Wakefield Council's draft local plan and land at Club Terrace, Fitzwilliam
d) To ask Wakefield District Councillor Womersley to obtain the legal position regarding planning/development at Meadow Croft, Hemsworth

22 Licensing matters
The town clerk to report on any licensing applications.

23 Town council meeting
To receive and approve the minutes of the meeting held on 5 February 2019, as detailed in minute book no. 6, pages 243-245 (*see attached minute book no. 6*)

24 Committee and sub-committee meetings
To adopt the minutes of committees and sub-committees, as detailed in minute book no. 6:

Page No.	Committee	Date
246-255	Leisure and Recreation	19 February 2019
256-265	Finance	26 February 2019
266-267	Policy	5 March 2019
268-277	Leisure and Recreation	26 March 2019
278-290	Finance	9 April 2019
291	Special Finance	30 April 2019
292-293	Policy	30 April 2019

25 Accounts for payment
To confirm the payment of accounts as approved respectively under minute no. 243 of the Finance Committee meeting held on 26 February 2019 and minute no. 272 of the Finance Committee meeting held on 9 April 2019.

26 General power of competence
To confirm the council's eligibility for the general power of competence.

27 Budget 2019-20
To consider suspending, reviewing and amending the budget for 2019-20.

28 Financial moratorium

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To consider a moratorium on expenditure, grants, contracts, orders etc pending a review.

29 Town council operation and administration

To consider the operation and administration of the town council with a scientific audit.

30 Strategic plan

To consider and cancel the strategic plan.

31 Community centre

To consider improvements to the community centre, including a youth club and a licensed bar.

32 Community centre – new services for parishioners

To consider the provision of legal advice from a solicitor and general advice from the Citizens Advice Bureau for parishioners.

33 Water park and Lakeside cafe

To consider a licensed bar at the water park.

34 Vale Head Park and Hemsworth Cemetery

To consider Wakefield Council's maintenance of Vale Head Park and Hemsworth Cemetery.

35 Rental income

To consider various sources of rental income.

36 Fitzwilliam Old People's Centre

To review the income and expenditure of Fitzwilliam Old People's Centre for the last four years.

37 Saul Construction maintenance contracts

To discuss and review the maintenance contracts with Saul Construction.

38 Town council solicitors

To appoint solicitors to act for the town council.

39 Public participation

To discuss holding public meetings and compliance with the transparency code to encourage and facilitate public participation in council business.

40 Community lunches/teas

To consider implementing community lunches/teas.

41 Concert/festival

To consider holding a pop concert/festival.

42 Council members and staff meeting and tour of council properties

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To arrange a 'meet and greet' session between council members and staff incorporating a tour of council properties.

43 Walking and cycling clubs

To consider support for walking and cycling clubs, particularly with regard to the community centre.

44 Sport England application

To consider applying to Sport England for £1,000,000 to fund various sports facilities, including BMX track, rugby, football, walking and cycling.

45 Hub surgery

To consider providing a monthly hub surgery at the community centre for parishioners.

46 Air quality management

To request an update on the air quality management area for Hemsworth.

47 1 Bank Street, Hemsworth

To review the arrangements for 1 Bank Street, Hemsworth.

48 Kirkby Road sports complex

To discuss/review the following matters in respect of the Kirkby Road sports complex:

- a) The sale of the complex and publication of the accompanying contract.
- b) Publication of any other contracts pertaining to the sports complex.
- c) The implications of the removal of the land charge and to notify Wakefield Council accordingly.
- d) Clarification of the section 106 agreement.
- e) Payments to residents in respect of Japanese knotweed.
- f) The tribunal decision of 28 May 2018 and the publication thereof.
- g) To notify the Land Registry of the unlawful removal of the land charge.
- h) To submit applications for tree preservation orders and public open space.
- i) The future of the sports complex.

49 Working group

To appoint a working group to progress the matters pertaining to agenda items 27 to 48 and to report back in due course with recommendations to the town council or relevant committee.

CIRCULATION

Councillors Bugge, Colvin, Dodson, G Eccles, J Eccles, Hardarce, Hirst, Holmes, Kenyon, Mitchell, Pringle, Wilson, A Westmorland, G Westmorland, Womersley.

Alan Draper
Town Clerk
8 May 2019