



Community Centre . Bullenshaw Road . Hemsworth . Pontefract . West Yorkshire . WF9 4NE  
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Town Clerk: Mrs. Tina A. Pattison MMS, MILCM

## 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 **8<sup>th</sup> day of March 2016** 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 meetings held on 19<sup>th</sup> January & 2<sup>nd</sup> February 2016 as detailed in Minute Book No. 5, 2015/2016, pages 249 – 299 & 302 - 313 and as adopted by the Town Council on 9<sup>th</sup> February 2016.

#### 04 SUB COMMITTEES

Finance	19 January 2016	<b><u>attached</u></b>
Finance	16 February 2016	<b><u>attached</u></b>

## Finance Committee Agenda

Continued

8 March 2016

### 05 PAYMENT OF ACCOUNTS

<u>January 2016</u> Cheque No's 716530 to 716532	= £357.70
Direct debits	= £7,096.63
BACS	= £52,471.23
Transfers	= £8,451.71
Schedule Total	= <u>£68,377.27</u>

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

### 06 CORRESPONDENCE

The Town Clerk to report on the following:

- a. CCLA Property Fund - Interest received
- b. Municipal Mutual Insurance Scheme of Arrangement
- c. WPS – Community Guard Insurance
- d. Wakefield District Safer Places Scheme
- e. WMDC – Precept confirmation

### 07 GRANT APPLICATIONS

The Town Clerk to report on the following:

- a. Laila Milly Foundation
- b. Hemsworth Dragons

### 08 EXCLUSION OF PRESS & PUBLIC

### 09 STAFFING MATTERS

The Town Clerk to report on the following:

- a. Sickness monitoring – All Staff
- b. SLCC – Leadership in Action Conference
- c. Local Government Association – Advisory Bulletin
- d. Six Month probation period
- e. Interviewing panel
- f. Lease Car – Working group
- g. Staffing review update – see attached report
- h. Staff Handbook & Contracts of Employment – Napthens Solicitors

### CIRCULATION:

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

Tina Pattison  
Town Clerk  
2 March 2016

Ref: FC010316