

**POLICY COMMITTEE**  
**09 May 2017**

**Present:** Councillors Nicholson (Chairman), Allan, Briggs, Draper, Mellows, Swift Upton, Westmorland & Wootton.

**Apologies:** Councillor Riley.

**1 member of the public was in attendance.**

**294 DECLARATIONS OF INTEREST**

Councillors should disclose pecuniary or non-pecuniary interest/s in any item/s on this agenda.

**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.

**Councillors Mellows, Nicholson & Swift declared a prejudicial interest in Agenda Item 09a.**

**295 MINUTES**

**RESOLVED:** That the Minutes of the meeting held on 14<sup>th</sup> March 2017, as detailed in Minute Book No. 6, 2016/2017, pages 281 – 282 and as adopted by the Town Council on 28<sup>th</sup> March 2017, be received and approved.

**296 REVIEW OF TOWN COUNCIL POLICY AS EMBODIED IN MINUTE BOOK No. 7 (2016/2017) – attached.**

Members reviewed Minute Book No. 7 which was circulated with the agenda and no matters were raised and the minutes were moved

**297 CORRESPONDENCE**

The Town Clerk reported on the following:

a. Clarence House

**It was agreed** that the response received be noted.

b. Pageant master – Battles' Over – A Nations Tribute 11<sup>th</sup> November 2018

**It was agreed** that the details supplied by the Clerk be noted.

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**297 CORRESPONDENCE - continued**

c. West Yorkshire Police & Crime Commissioner – Newsletter  
**It was agreed** that the information be noted.

d. Wakefield Council – Hemsworth Cemetery  
**It was agreed** that the response received be noted.

e. Big Lottery Fund – Hemsworth Youth project  
**This item was moved into exclusion of press & public.**

**298 MEDIA POLICY**

**RESOLVED:** That the Media Policy which was circulated with the agenda be approved and adopted.

**299 EXCLUSION OF PRESS & PUBLIC**

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

**300 CORRESPONDENCE**

The Town Clerk reported on the following:

a. Big Lottery Fund – Hemsworth Youth Project  
**It was agreed** that the details supplied by the Clerk be noted.

b. Information Commissioner's Office (ICO)  
Members discussed the correspondence received from the ICO and reconsidered all matters and approved a response.  
**RESOLVED:** That by a unanimous vote the response approved be forwarded to the ICO.

**Councillors Mellows, Nicholson & Swift having declared an interest in the next agenda item, left the room taking no part in the decision.**

**301 GRANT APPLICATION**

The Town Clerk reported on the following:

a. Kinsley & Fitzwilliam Learning & Community Centre (refer to Minute No. 274)  
Members discussed the additional information sent by the Resource Centre.  
**It was agreed** that Councillor Draper and the Town Clerk meet with Mr Taberner to obtain clarification on issues raised and that the matter be referred back to a future meeting for further consideration.

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**Councillors Mellows, Nicholson & Swift returned to the meeting.**

**302 HEMSWORTH COMMUNITY – STRATEGIC PLANNING STRATEGY**

The Town Clerk reported on the following:

a. Contractual / Legal issues

The Clerk provided members with an update on matters that had arisen since her last report.

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

b. Members to review the Strategic Plan 2016 - 2019 (attached)

**It was agreed** that the necessary changes be made and that the plan be updated.

**Meeting closed @ 8.05 p.m.**

Tina Pattison  
Town Clerk  
09 May 2017  
Ref: PC02-0517.C15.15