

**Minutes of the Finance, Management, Land & Property Committee Meeting
held on Monday 22nd April 2013**

Present:	Cllrs	
	S Tulley	Chair
	B Capstick	
	R Hayhurst	
	P Jordan	
	J Thomas	
	T Walker	
In attendance	Clare L Baxter	Town Clerk

1. **To receive apologies for absence**
None
2. **To receive Declarations of Interest – Disclosable Pecuniary**
None
3. **To approve Receipts and Payments Report March 2013**
Resolved. That the receipts and payments report for March 2013 be approved as circulated to members.
4. **To approve payments from Current and Wages Accounts from 26th March 2013 to 22nd April 2013**
Resolved. That the payments from Current and Wages Accounts from 26th March 2013 to 22nd April 2013 be approved as circulated to members.
Payments from current account £8,022.76 payments from wages account £7,815.31.
5. **To approve payments from Imprest Account, March 2013**
Resolved. That the payments from Imprest Account from 1 March 2013 to 31 March 2013 be approved as circulated to members.
6. **Westfield Centre**
PWLB Updates
Resolved. The public loan for £150,000.00 had been deposited into the Town Councils general account. A charge of £52.50 had been applied by PWLB to cover administration charges.
To agree funds for SECF Ltd (first half precept, including deduction of fire alarm costs
Resolved. The committee agreed to deduct the fire alarm costs from SECF Ltd precept of £25,000.00 (first half year). The fire alarm cost is £18,453.48. The remaining precept amount for SECF Ltd will be £6,546.52.

7. **To agree Audited Accounts for 2012-2013 – copies circulated**
Resolved. The Annual Audited Accounts were approved as circulated. The Accounts certificate was duly signed by the Chair of the Finance Committee in accordance with Accounts and Audit Regulations 2003 (as amended). The Accounts will be inspected by the Internal Auditors – YIAS before being checked by the external Auditors – Littlejohn LLP

8. **To report date of Internal Auditors visit in relation to year end Accounts 2012-2013**
Resolved. The Internal Audit will take place on Friday 26th April 2013 from 9.30am.

9. **To approve asset register for 2012-2013 – copies circulated**
Resolved. The asset register be approved as circulated to members. The Westfield Centre has been included on the register following the decision of Wakefield MDC to transfer the building as a freehold.

10. **To consider extension to CAB service and discuss additional funding sources**
Resolved. Members of the Town Council met with South Kirkby and Moorthorpe Town Council and had discussions with both Hemsworth Town Council and Upton and North Elmsall Parish Council about extensions to the CAB service.
The Councils at South Kirkby and Upton are now looking to fund surgeries within their own towns and villages.

