

Minutes of the Town Council Meeting held on Monday 28th November 2016 at 7.00pm based at Social Centre, Westfield Lane

Present: Cllrs P Jordan Mayor
R Askew
B Capstick
S Tulley
J Pickin
J Thomas

In attendance Mrs C L Baxter Town Clerk

1. **To receive apologies for absence**
Cllr J Sheriff – Illness
Cllr J Treacy – Prior Engagement
Cllr J Tunstall – Bereavement
2. **To receive Declarations of Interest (Disclosable Pecuniary) and requests for dispensation**
None
3. **To approve Minutes of the Monthly Town Council meeting of 17th October 2016 as a true and accurate record**
Resolved. The Minutes of the Monthly Town Council meeting of 17th October 2016 were accepted as a true and accurate record and duly signed by the Mayor.
4. **To approve Minutes of Finance and Management, Land and Property Committee meeting of 7th November 2016**
Resolved. The Minutes were approved as a true and accurate record.
5. **To approve Minutes of Recreation Committee meeting of 17th November 2016**
Resolved. The Minutes were approved as a true and accurate record.
6. **To approve Minutes of Environment and Planning Committee meeting of 17th November 2016**
Resolved. The Minutes were approved as a true and accurate record.
7. **To approve Minutes of Staffing Committee meeting of 17th November 2016**
Resolved. The minutes were approved as a true and accurate record.

8. **To approve Receipts and Payments report up to 31st October 2016**
Resolved. Receipts and Payments report was approved as circulated to all members of the Town Council.
9. **To approve Accounts for payment from 8th November 2016 to 28th November 2016**
Resolved. The accounts for payment were approved and cheques signed by Cllrs Pickin and Thomas for the sum of £8,299.53 (General Account) and £13,566.17 (Wages Account).
10. **To approve Imprest report up to 31st October 2016**
Resolved. The Imprest report was approved as circulated to all members of the Town Council.
11. **To submit items of Correspondence (FIO)**
 South Kirkby, North & South Elmsall Joint Burial Committee – Annual Meeting
 WMDC – Retail and Town Centre Plan
 West Yorkshire Police – Attempted burglary update
 WMDC – Planning applications
12. **Westfield Centre**
- a) **SECF Ltd updates**
 Minutes circulated to all members of the Town Council
 - b) **The Lanes Café – Updates**
 The three course Christmas lunches will be served on Tuesday 20th December and Tuesday 21st December 2016 at the Westfield Centre at a cost of £5.00 per head.
 - c) **Adult Education and CSCS – Updates**
 Council will hold a meeting with WMDC Christine Haines in the New Year to discuss possible education provision for 2017/18
 - d) **Renewable Heating Incentive**
Resolved. CRT has now received a payment from Powergen.
 - e) **Child Day Care**
Resolved. SECF Ltd had a positive meeting with Ellis Leung who has agreed to help with start-up process for OFSTED registration. Sue Hodgson and Debbie Welford-Slater will start work on the Child Day Care business from 3rd January 2016 on a consultancy basis and will transfer to PAYE once the Centre is open and functioning.
13. **To report on Christmas Light Switch On (2016)**
Resolved. Council thanked all members of staff and volunteers for their hard work organising and helping with the event.
14. **To report Christmas Toy Appeal 2016**
Resolved. Groom Design Services of Rotherham sponsored the 2016 toy appeal and Maddie Moos helped them pick and transport the toys to the Westfield Centre. Many local residents also donated lots of gifts for the appeal. The gifts will be transferred to the Community Hub at Platform 1 for distributing to local children.

15. To consider contracted terms and invoice for work completed – Mr Ken Manning

Resolved. The Town Clerk reported Mr Manning had been given a verbal contract by the previous Town Clerk and was based on trust and goodwill. He was instructed to take the project to a stage where it could be handed to someone else who would complete the sale.

Mayor BC ~~STICK~~.....

Date 9/2/17.....