

**Minutes of the Finance, Management, Land & Property Committee Meeting  
held on Monday 6<sup>th</sup> October 2014**

Present: Cllrs  
R Hayhurst Deputy Chair  
R Brown  
B Capstick  
P Jordan  
J Thomas

In attendance Clare L Baxter Town Clerk

**1 To receive apologies for absence**

Cllr S Tulley - Holiday

**2 To receive Declarations of Interest – Disclosable Pecuniary**

None received

**3. To approve Receipts and Payments Report September 2014**

**Resolved.** That the receipts and payments report for September 2014 be approved as circulated to members.

**4. To approve payments from Current and Wages Accounts from 16<sup>th</sup> September 2014 to 6<sup>th</sup> October 2014**

**Resolved.** That the payments from Current and Wages Accounts from 16<sup>th</sup> September 2014 to 6<sup>th</sup> October 2014 be approved as circulated to members. Payments from current account £22,711.56 payments from wages account £8,307.61, cheques were signed by Councillors Brown and Pickin.

**5. To approve payments from Imprest Account, September 2014**

**Resolved.** That the payments from Imprest Account from 1 September 2014 to 30 September 2014 be approved as circulated to members.

**6. To give updates on ERDF (first floor refurbishments)**

**Resolved.** The Clerk reported the invitation to tender was being advertised in the Wakefield Express, Yorkshire Evening Post, Leeds Today and Hemsworth and South Elmsall Express week ending 10<sup>th</sup> October 2014. The advert would be funded by South Elmsall Town Council.

The total value of the tender is £80k part funded by ERDF and 106 monies. Work will commence on 24<sup>th</sup> November 2014 and will be completed by 19<sup>th</sup> December 2014, in order that it can be procured and defrayed by 31<sup>st</sup> December 2014.

7. **To report on internal controls inspection (Cllr's Capstick and Tulley)**  
**Resolved.** Councillors Capstick and Tulley carried out an internal controls inspection. Compliance inspections consist of observations, inspections and enquiries. No matters gave cause for concern and all tests were proved successful.
  
8. **To report end of audit process 2013/2014 and external auditors report**  
**Resolved.** The audit process had been completed for 2013-2014. All comments made by the internal and external auditors had been reported and circulated to members of the Council. Members thanked the Town Clerk for her work liaising with the auditors. The end of the audit process had been advertised in accordance with Accounts and Audit regulations 2003 (as amended).
  
9. **To consider mobile partitioning sound absorbing screens for Westfield Centre**  
**Resolved.** Quotations had been sourced for a five panelled screen, costing approximately £370.00. Members will revisit this matter at a later date if the need arises.
  
10. **To consider quotations received for Social Centre fascias and roof fittings**  
**Resolved.** Two roofing contractors had provided quotes for the work at the Social Centre. Council accepted the quote which provided best value. Mr Alan Elkin will therefore be the chosen contractor to carry out the works.