

**Minutes of the Town Council Meeting held on Monday 5th September 2016 at
7.00pm based at Social Centre, Westfield Lane**

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

In attendance Mrs C L Baxter Town Clerk

1. **To receive apologies for absence**
Cllr J Tunstall – Prior Engagement
2. **To receive Declarations of Interest (Disclosable Pecuniary) and requests for dispensation**
None
3. **To approve Minutes of the Monthly Town Council meeting of 4th July 2016 as a true and accurate record**
Resolved. The Minutes of the Monthly Town Council meeting of 4th July 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 18th July 2016**
Resolved. The Minutes were approved as a true and accurate record.
5. **To approve Minutes of Recreation Committee meeting of 18th July 2016**
Resolved. The Minutes were approved as a true and accurate record.
6. **To approve Minutes of Environment and Planning Committee meeting of 18th July 2016**
Resolved. The Minutes were approved as a true and accurate record.
7. **To approve Minutes of Staffing Committee meeting of 18th July 2016**
Resolved. The meeting was cancelled – not quorate.
8. **To approve Receipts and Payments report up to 31st August 2016**
Resolved. Receipts and Payments report was approved as circulated to all members of the Town Council.

9. **To approve Accounts for payment from 19th June 2016 to 5th September 2016**
Resolved. The accounts for payment were approved and cheques signed by Cllrs Pickin and Thomas for the sum of £9,080.58 (General Account) and £21,739.96 (Wages Account).
10. **To approve Imprest report up to 31st August 2016**
Resolved. The Imprest report was approved as circulated to all members of the Town Council.
11. **To submit items of Correspondence (FIO)**
 Boar Cottage – Request for support
 Royal British Legion – Request for financial assistance
12. **Westfield Centre**
 a) **SECF Ltd updates**
 Minutes circulated to all members of the Town Council
 b) **The Lanes Café – Updates**
 Purchased additional party accessories (Princess/Pirate pop up tents and tunnels and Karaoke machine and Smoke machine) to add to compliment parties.
 c) **Adult Education and CSCS – Updates**
 The Westfield Centre has been given notice that ESOL provision is to be removed due to lack of tutors at Wakefield Adult Education.
 d) **Renewable Heating Incentive**
Resolved. SETC is still waiting to hear back from Coalfield Regeneration Trust.
13. **To discuss Christmas Light Switch On (2016) and Firework Display (2016) – November 2016**
Resolved. The Christmas Light Switch On will take place on Wednesday 23rd November 2016, the alternative event that was being organised for Wednesday 16th November 2016 by South Elmsall Town Centre Partnership has not been granted. The St Johns Ambulance has been booked, the road closure has been organised along with free parking at the event and all the fairground attractions, entertainment and craft fair is being organised by Craig Tucker. The Firework Display will take place on Sunday 6th November 2016 at Frickley Athletic Stadium and the display is being organised by Nigel Turver of Galactic Fireworks.
14. **To give updates on CLLD Event – Cllr S Tulley to report**
Resolved. The Local Action Group representatives for South Elmsall are Clare L Baxter, Vic France and Lee Wood. Regular monthly meetings will be held around the Wakefield district, the next meeting is set to take place at Havercroft Skills Centre.

15. **To give updates on Frickley Football Pitches and report matters pending Resolved.** Councillors Askew, Capstick and Tulley reported on the meeting they had attended with representatives of Frickley Academy. A key policy and register is now in place and an emergency procedure document for Ambulance services has been created by Frickley Academy Secretary – Rob Woollard and is visible inside the football cages.
16. **To give updates from the Complaints Committee meeting and response from Wakefield Council**
Resolved. Members asked for the matter to be filed pending any further developments.
17. **To report the purchase of Grounds Maintenance Van for South Elmsall Town Council**
Resolved. The Nissan Van has been purchased and collected with a tow bar fitted. The Van will allow the grounds team and any machinery to be transported in a safe manner.
18. **To agree two members of Finance Committee to carry out internal audit and test internal controls**
Resolved. Councillors Jordan and Treacy agreed to conduct the internal audit inspections at the Westfield Centre.
19. **To consider Councillors request to attend NALC and YLCA training events and conference**
Resolved. Members were given permission to attend any of the local YLCA training sessions that were deemed beneficial to their role as Councillor.

Mayor *Peter Jordan*

Date *October 17th 2016*