

**Minutes of the Town Council Meeting held on Monday 12th May 2014 at
7.00pm based at Social Centre, Westfield Lane**

Present: Cllrs P Jordan Mayor
R Askew
R Brown
B Capstick
M Gray
R Hayhurst
D Mulhern
J Pickin
J Thomas
J Treacy
S Tulley
J Tunstall

In attendance Mrs C L Baxter Town Clerk
Mrs J A Patton Deputy Town Clerk

1. **To receive apologies for absence**
Cllr T Walker – Work commitments
2. **To receive Declarations of Interest (Disclosable Pecuniary) and requests for dispensation**
None
3. **To approve Minutes of the Town Council meeting of 7th April 2014 as a true and accurate record**
Resolved. The Minutes of the Town Council meeting of 7th April 2014 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 14th April 2014**
Resolved. The Minutes were approved as a true and accurate record.
5. **To approve Minutes of Recreation Committee Meeting of 14th April 2014**
Resolved. The Minutes were approved as a true and accurate record.
6. **To approve Minutes of Environment and Planning Committee Meeting of 14th April 2014**
Resolved. The Minutes were approved as a true and accurate record.
7. **To approve Minutes of Staffing Committee Meeting of 14th April 2014**
Resolved. The Minutes were approved as a true and accurate record.

8. **To approve Receipts and Payments report up to 30th April 2014**
Resolved. Receipts and Payments report was approved as circulated to all members of the Town Council.
9. **To approve Accounts for payment up to 12th May 2014**
Resolved. The accounts for payment were approved and cheques signed by Cllrs Brown and Thomas for the sum of £22,142.51 (General Account) and £13,036.84 (Wages Account).
10. **To approve Imprest report up to 30th April 2014**
Resolved. The Imprest report was approved as circulated to all members of the Town Council.
11. **To submit items of Correspondence (FIO)**
 CTS Solar – Solar Panels Update
 WMDC – Business support week events
 SESKU Festival Committee – Date of next meeting
 South Elmsall Town Management – Date of next meeting
 DAC Beachcroft – Cheque in respect of witness expenses
 Boar Cottage – Request for donation
 Northern Powergrid – Wayleave 2014
 Minsthorpe Comm College – Swimming Pool correspondence
 Lloyds Bank – Request to use Westfield Centre for Alzheimers fundraiser
 Dream Team Theatre Company – Dick Whittington – 3rd December 2014
 YLCA – Provision of services to member Councils
 WMDC – Signed Parish Charter
12. **Westfield Centre**
- a) **SECF Ltd updates**
 Minutes circulated to all members of the Council
- b) **The Lanes Café – Updates**
 The café continues to trade at a surplus.
- c) **Adult Education – Updates**
 Members of SECF Ltd will contact WMDC Service Director for a meeting to discuss the disadvantage of having three Centre providers within South Elmsall.
- d) **Solar Panels – Updates**
 The panels have now been commissioned.
- e) **To give updates on the Westfield Centre play area and external garden**
 The Town Council was disappointed with the new land owner of the external garden (rear of St Lukes Church) who had installed a large scale fence to prevent ease of access to the town centre. The Town Council will submit an application to the footpaths officer (WMDC) to register the route as a public right of way. The path has been used as a public access track since 1987.

- 13. **To approve Internal Audit Report (YIAS) – April 2014**
Resolved. The report was approved as circulated to all members of the Council. Any actions to be addressed under agenda item 17.
- 14. **To approve Financial Risk Assessment for 2014**
Resolved. The risk assessment document was approved as circulated to all members of the Council.
- 15. **To approve Asset Register for 2014**
Resolved. The asset register was approved as circulated to all members of the Council.
- 16. **To approve Annual Audited Accounts for 2013-2014**
Resolved. The Annual Audited Accounts for 2013-2014 were approved and duly signed by the Chair of Finance and Management – Cllr Stephen Tulley. The Accounts have been publicly advertised at the Westfield Centre and the Town Council website. The internal audit has taken place and the Accounts are now ready for submitting to the external auditors – Littlejohn LLP.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960
Pursuant to Section 1(2) of the above Act due to the confidential nature of the business to be transacted the public and press should not be present.

- 17. **To revisit South Elmsall Town Council budget 2014 following YIAS report**
a) **To consider and approve necessary action**
Council to conduct cost saving exercise. The consultation period will begin with immediate effect. All staff members to be given notice of the exercise.

Mayor *A Jerrard*

Date *23 - 6 14*