



Featherstone Town Council

Old Town Hall, Wakefield Road, Featherstone, West Yorkshire, WF7 5WW
Tel: 01977 722654.

Email: towncouncil@featherstone-tc.gov.uk. www.featherstone-tc.gov.uk

Regenerating Supporting & Caring for our Community

7th January 2015

Dear Councillor,

ADMINISTRATION & FINANCE COMMITTEE

You are summoned to a MEETING of the ADMINISTRATION & FINANCE COMMITTEE of FEATHERSTONE TOWN COUNCIL to be held in the COUNCIL CHAMBER, OLD TOWN HALL, FEATHERSTONE on **Thursday 15th January 2015 at 10.30am**

Sue Coles.
TOWN CLERK

AGENDA

1. WELCOME AND APOLOGIES

2. MEMBERS DECLARATIONS OF INTEREST

3. PUBLIC PARTICIPATION

The meeting is to be opened for the public to address Members on matters relevant to the business of the committee. However residents cannot take part in the main proceedings of the meeting, this is strictly limited to Councillors.

4. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

To consider, if thought fit, a resolution under the terms of the public bodies admission to meetings act that the press and public be excluded from any items relating to Staff Matters plus at any part of the meeting by reason of the confidential nature of the business being transacted.

5. WEBSITE PRESENTATIONS.

Mr Paul Townend from On Screen and Mr Nigel Hillier from Vision ICT will present to members at the meeting.

6. MINUTES OF PREVIOUS MEETINGS

- a) To receive the Minutes of the Administration & Finance Committee meeting held on the 10th December at 6pm. Minute numbers 242/14 to 254/14
- b) To receive the minutes of the Grants Sub Committee held on the 10th December 2014 at 5.45pm. Minute numbers 255/14 to 260/14.

Town Clerk Ms Sue Coles MILCM



7. INTEREST RATES AND ACCOUNT BALANCES

A report will be given at the meeting.

8. BANK RECONCILIATION

Bank reconciliations with invoices and cheque book will be available at the meeting for Members to view.

9. FINANCE REPORTS

- a. List of Accounts totalling £3,290.23 as attached.
- b. List of income totalling £2,492.62 as attached.

RECOMMENDATION: Members to approve payments list and note income.

10. BUDGET 2015/16

A budget comparison report from the 1st April 2014 to the 15th January 2015 is attached.

RECOMMENDATION: Members to approve.

11. Matters for Information or Discussion

PRIVATE & CONFIDENTIAL

12. APPOINTMENT OF WEBSITE PROVIDER

A report will be made at the meeting.

13. STAFFING MATTERS

A report will be made to the meeting if any matters have arisen for Members attention.
i.e. Holidays, Sickness.

14. Closure & Dates of Next Meetings:

2015

Events Committee Wednesday 21st January at 6pm

Full Council Wednesday 21st January at 7pm

Administration & Finance Committee Wednesday 11th February at 6pm