



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

8th April 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 Wednesday **15th April 2015 at 6pm**

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. MINUTES OF PREVIOUS MEETINGS

- a) To receive the Minutes of the Administration & Finance Committee meeting held on the 12th March 10.30am. Minute numbers 379/15 to 395/15

6. WEBSITE AND FACEBOOK UPDATE

Members will be updated regularly in this section on the progress of the new website and the contribution of Facebook to the Town Council's media coverage.

7. NEWSLETTER

The next newsletter is to be published at the end of May and delivered in June before the 4th July Gala. Content will cover the elections and the new Council and Mayor with

Town Clerk Ms Sue Coles MILCM



information also about the Gala, Mill Pond Meadows Public Art, 'spot light' feature on Councillor/s etc.

8. MILL POND MEADOWS COMMEMORATIVE PROJECT UPDATE

Please see attached report from the meeting with Ms F Smith of Beam held with Councillors' G Isherwood, M Isherwood and S Vickers on the 26th March 2015. There will be a further working party meeting held on the 16th April to further the project. A separate report regarding funding to be reclaimed from WMDC has been submitted to full Council for approval.

RECOMMENDATION: To approve the report.

9. ACCOUNT BALANCES AND END OF YEAR 2015

The end of year is in progress and Members will be updated at the meeting.

10. BANK RECONCILIATION

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

11. FINANCE REPORTS

- a. List of Accounts totalling £7273.74 as attached for 31.03.15 (end of financial year)
- b. List of Accounts for the 2015/16 financial year will be available at the meeting.
- c. List of income as attached.

(Plus any other invoices which have been received prior to the meeting).

RECOMMENDATION: Members to approve payments list and note income.

12. BUDGET 2015/16

A budget comparison report for the end of the financial year will be given at the meeting.

RECOMMENDATION: Members to approve.

PRIVATE & CONFIDENTIAL

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:

The Town Council's Mayor Making will be held on Wednesday 20th May 2015 at 6.30pm.