

MINUTES OF A MEETING OF THE ADMINISTRATION & FINANCE COMMITTEE OF FEATHERSTONE TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, OLD TOWN HALL, FEATHERSTONE ON 15th APRIL 2015 AT 6PM.

Present: Councillor M Isherwood (Chair), Councillor R Taylor, Councillor M Tennant-King, Councillor J Wright, Councillor R Martindale.

In Attendance: Sue Coles (Town Clerk), Vicky Symons (Administration Assistant), Councillor G Isherwood and Councillor S Vickers,

412/15 WELCOME AND APOLOGIES

The Mayor Councillor J Power and Councillor B Mulroe.

413/15 MEMBERS DECLARATIONS OF INTEREST

None were made

414/15 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.

415/15 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.

416/15 MINUTES OF PREVIOUS MEETINGS

It was

RESOLVED: That the Minutes of the Administration & Finance Committee meeting held on the 12th March 10.30am, Minute numbers 379/15 to 395/15 be approved.

417/15 WEBSITE AND FACEBOOK UPDATE

Members were updated on the progress of the new website and the contribution of Facebook to the Town Council's media coverage. Mrs Symons discussed with those present the progress of the website and suggestions were made for further improvements. Ms Symons was thanked for her work and it was

RESOLVED: That the site be made live as soon as possible.

418/15 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 information also about the Gala, Mill Pond Meadows Public Art and a 'spot light' feature on individual councillors taken in ward order i.e. central, east, north west, south. The Town Clerk advised there may be a need for an Administration & Finance Committee meeting in May to approve the issue. This was noted.

419/15 MILL POND MEADOWS COMMEMORATIVE PROJECT UPDATE

A report from the meeting with Ms F Smith of Beam was attached to the agenda the meeting was 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 23rd April at 1.30pm to further the project. The Town Clerk was asked to write to the Historical Society to request their involvement. A separate report regarding funding to be reclaimed from WMDC has been submitted to full Council for approval. It was

RESOLVED: To approve the report.

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420/15 ACCOUNT BALANCES AND END OF YEAR 2015

The financial end of year has been completed and Members were updated at the meeting with the trial balance report. The Annual Return would be presented to full Council in June for approval after the internal auditor been. The reports also included the final budget figures for 2014/15 which showed a net underspend of £13,197 which had been allocated to reserves which at the end of the financial year are:

Current Account £33,894

Deposit Account £47,344

Petty Cast £100

Yorkshire Bank £85,380 it was

RESOLVED: To approve and accept the reports.

421/15 BANK RECONCILIATION

The end of year bank and cash reconciliations was given to Members.

422/15 FINANCE REPORTS

- a. List of Accounts totalling £7273.74 as attached for 31.03.15 (end of financial year)
- b. List of Accounts totalling £5,756.68 for the 2015/16 financial year was given at the meeting.
- c. List of income as attached.

It was

RESOLVED: Members approved payments list a & b and noted income.

423/15 BUDGET 2014/15/16

The budget comparison report for the end of the financial year and New Year was noted. Councillor Wright asked for the noticeboards to be repaired and this matter is to be brought to the June's meeting with costs for Ackton, Snydale and North Featherstone. The Chair asked for a report from the schools on their visits to the NCMM.

PRIVATE & CONFIDENTIAL

424/15 STAFFING MATTERS

A verbal report was made to the meeting concerning staff leave.

The meeting closed at 6.45