

MINUTES OF A MEETING OF THE ADMINISTRATION & FINANCE COMMITTEE OF FEATHERSTONE TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, OLD TOWN HALL, FEATHERSTONE ON 10th DECEMBER 2014 at 6PM.

Present: Councillor M Isherwood (Chair), Councillor W Mulroe, Councillor J Power (Mayor), Councillor R Taylor, Councillor M Tennant-King, Councillor J Wright.

In Attendance: Sue Coles (Town Clerk), Councillor R Martindale, Councillor S Vickers.

242/14 WELCOME AND APOLOGIES

None were received.

243/14 MEMBERS DECLARATIONS OF INTEREST

None were declared.

244/14 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.

245/14 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED: That 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 & Website plus at any part of the meeting by reason of the confidential nature of the business being transacted.

246/14 MINUTES OF PREVIOUS MEETINGS

- a) To receive the Minutes of the Administration & Finance Committee meeting held on the 6th November 2014 at 10.30am. Minute numbers 221/14 to 235/14.
- b) To receive the minutes of the Grants Sub Committee held on the 6th November 2014 at 11.25am. Minute numbers 236/14 to 241/14.

It was

RESOLVED: That the minutes a) and b) above be approved.

247/14 INTEREST RATES AND ACCOUNT BALANCES

There has been no interest rate change and the account balances were given to the meeting.

248/14 BANK RECONCILIATION

Bank reconciliations with invoices and cheque book were available at the meeting for Members to view. These were noted.

249/14 BUDGET 2015/16

A budget comparison report from the 1st April 2014 to the 30th November 2014 was attached and noted.

250/14 YORKSHIRE INTERNAL AUDIT SERVICES REPORT

A report from Mr Flatters after his visit in November was attached with Town Clerk's report on the Market Rents. This was noted. Mr Flatters also advised Members about a recent High Court case whereby a £23M claim was granted to the claimant after a car accident. Members considered this information and asked the Town Clerk to ascertain how much it would cost to increase the Council's public liability to £30M.

It was

RESOLVED: That the Council's public liability be increased to £30M and that further information be brought back to the meeting if necessary.

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251/14 Matters for Information or Discussion

None were received.

PRIVATE & CONFIDENTIAL

252/14 STAFFING MATTERS

A report was made to the meeting concerning holiday dates for the staff from December to March which was noted. Training for the Town Clerk was approved. It was

RESOLVED: That a payment to Wakefield Education for £160.00 be approved for CLAIT training.

253/14 I.T. REPORT TO INCLUDE A WEBSITE UPDATE

The Town Clerk's report which contained website examples for reference and was attached to the agenda. It was

RESOLVED: That representatives from Vision ICT and On Screen be asked to a meeting in January 2015 to discuss website provision to the Council.

254/14 NATIONAL SALARY AWARD 2014-2015

A report on the recent national pay award was presented to the meeting. It was

RESOLVED: To approve the National Salary Award recommendations.

The meeting closed at 6.40pm