

MINUTES OF A MEETING OF THE ADMINISTRATION & FINANCE COMMITTEE OF FEATHERSTONE TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, OLD TOWN HALL, FEATHERSTONE ON THE 9TH DECEMBER 2015 AT 6PM

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

In attendance: Sue Coles (Town Clerk), Councillor G Isherwood.

263/15 WELCOME AND APOLOGIES

Councillor K Hollis.

264/15 MEMBERS DECLARATIONS OF INTEREST

Councillors' M Isherwood and M Tennant-King in item 10.

265/15 PUBLIC PARTICIPATION

The meeting was 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.

266/15 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.

267/15 MINUTES OF PREVIOUS MEETINGS

It was

RESOLVED:

- a) That the Minutes of the Administration & Finance Committee meeting held on the 12th November 2015, Minute numbers 242/15 to 256/15 be approved.
- b) That the Minutes of the Grants Sub Committee meeting held on the 27th November 2015, Minute number 257/15 to 262/15 be approved.

268/15 CIVIC REGALIA

The resolution of the Council **MIN 236/15** refers. **RESOLVED:** *that when the Deputy Town Mayor is not using their chain of office then it will be available to the Mayor's Consort. That nothing be granted to consorts in future at Mayor Making.*

The Council has requested that this committee review the insurance of the Civic Regalia. In the recent budget review it was considered that the purchase of a new medallion for the Deputy Mayor may be considered for which quotations have been sought and it was agreed that this matter is to be placed on the January Council meeting agenda. It has been identified that the current Deputy Mayor's Chain is in need of repairs. It was

RESOLVED: That the chains of office are sent away for valuation and repairs and the purchase of a new medallion is considered by the full Council in January.

269/15 MILLPOND MEADOWS COMMEMORATIVE PROJECT

The first meeting of Public Art Project Group was held on Friday 4th December in the Library at 1.30pm when Ms K Watson from Beam, Mrs Sue Lipscombe from Codsteaks and members of the newly formed project group met to discuss the terms of reference for the project and the consultation which will take place during Santa's Day on the 5th December. The minutes of that meeting were distributed to the meeting and approved.

The Arts Council Grant application for up to £9,000 was distributed to the Committee for approval and the Town Clerk advised that one or two items needs reviewing with Beam and

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she was waiting for Ms Watson to contact her. The Town Clerk also pointed out the projected costings of the whole project and queried whether the PASG needs to review any financial risk to the Council. The Committee was assured by Councillor G Isherwood and Councillor M Isherwood were hopeful that the application to WREN for £50,000 would be successful and confident that they money could be found from another source should the funding streams alter as the project progresses. Members noted.

270/15 DISABLED ACCESS TO MILLPOND MEADOWS WOODLAND

A member of the public has raised a query regarding the disability access to the area through the swing gate off Wakefield Road and an enquiry was been sent to Streetscene to establish the type of key required for access. Members asked for Disabled Access to be brought to the attention of the PASG meetings in order that this be discussed further.

271/15 BANK RECONCILIATION

Bank reconciliation with invoices and cheque book was available at the meeting for Members to view. Members noted.

272/15 FINANCE REPORTS

- a. List of Accounts totalling £4,531.05 was substituted with list totalling £7,260.49.
- b. List of income for November and December were also given to the Chair.

It was

RESOLVED: That the payments listed were approved and income noted.

273/15 BUDGET COMPARISON 2015/16

The budget comparison report to the 1st December was attached to the agenda. Members are asked to consider the Mayoral allowance and it was agreed to increase this by £200.00 from the Civic Expenditure budget.

274/15 DATES AND TIMES OF MEETINGS 2016

Members are asked to consider whether an August meeting of the Council and its Committees should be introduced since August is no longer considered to be a 'closedown' month and would allow the Council business to continue without breaks. It was

RESOLVED: that when the list of dates is drawn up for approval and that August be included for the Council to consider.

275/15 WEBSITE, FACEBOOK AND NEWSLETTER

Information on the website, facebook and the newsletter was given to the meeting.

PRIVATE & CONFIDENTIAL

276/15 STAFF MATTERS

A report was made to the meeting of any matters which have arisen for Members attention regarding holidays and sickness.

The meeting closed at 6.55pm