

**MINUTES OF A MEETING OF FEATHERSTONE TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, OLD TOWN HALL, FEATHERSTONE ON WEDNESDAY 11<sup>TH</sup> APRIL 2018 AT 7.00PM.**

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**Present:** Councillor K Hollis, Councillor G Isherwood, Councillor M Isherwood (Mayor), Councillor D Stapleton, Councillor R Taylor Councillor C Tennant, Councillor S Vickers, Councillor C Woodhead and Councillor J Wright.

**In Attendance:** Mrs. Vicky Symons (Town Clerk) and Reverend Andrew Longshaw

**424/18 WELCOME AND APOLOGIES**

Apologies were received from Councillor M Tennant-King

**425/18 MEMBERS DECLARATIONS OF INTEREST**

WMDC Councillors' G Isherwood, M Isherwood, Taylor, Tennant and K Hollis as a WMDC employee.

**426/18 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.

**427/18 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 1960 that the press and public be excluded from any items which may be of a confidential nature of the business being transacted.

**428/18 MAYOR'S ANNOUNCEMENTS**

The Mayor was delighted to announce the winner of the War Horse poetry competition. All Junior Schools were invited to take part and the Mayor advised that the decision was very difficult. There were 3 winners chosen from each school and an overall winner. The winning poem was read out to all Members present. The Mayor will be awarding the winner with a £15.00 gift card. Councillor Tennant thought that the poem was worthy of national recognition, the Mayor advised that the poem will be placed in the booklet that is being produced alongside the War Horse.

On 19<sup>th</sup> April the Mayor will be attending Cod Steaks in Bristol to a private viewing of the War Horse before it begins its journey to Featherstone on Monday 23<sup>rd</sup> April.

The Mayor finished her announcements by thanking Rev. Andrew Longshaw for his role as Mayor's Chaplin for the year.

**429/18 LEADERS REPORT**

Councillor G Isherwood commented to say that the War Horse will be of national significance and will be unique to the world. Councillor G Isherwood finished his report by reading the poem 'War Horse' by Michael Westwood.

**430/18 MINUTES OF THE ORDINARY MEETING OF THE COUNCIL**

It was

**RESOLVED:** That the Minutes of a meeting of Featherstone Town Council held on Wednesday 14<sup>th</sup> March 2018 (Minute Numbers 381/18 to 396/18) be received as a true record and the contents contained therein be approved.

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**431/18 MINUTES OF THE FOLLOWING COMMITTEES:**

It was:

**RESOLVED:**

- a) To receive the minutes of the Administration & Finance Committee dated 14<sup>th</sup> March 2018 (MIN numbers 364/18 to 380/18) and approve and note the contents contained therein.
- b) To receive the minutes of the Administration & Finance Committee dated 5<sup>th</sup> April 2018 (MIN numbers 397/18 to 408/18) and approve and note the contents contained therein.
- c) To receive the minutes of the Flowers & Lights Committee dated 5<sup>th</sup> April 2018 (MIN numbers 409/18 to 404/18) and approve and note the content contained therein.

**432/18 APPOINTMENT OF INTERNAL AUDITOR**

It was

**RESOLVED:** to formally reappoint Yorkshire Internal Audit Services for the 2018/19 financial year.

**433/18 ANNUAL REVIEW OF COUNCIL DOCUMENTS**

- a) Health & Safety Policy
- b) Complaints Procedure
- c) Information Security Policy
- d) Freedom of Information model publication scheme
- e) How to make an Information Request
- f) Members Code of Conduct
- g) Data Protection Policy
- h) Social Media Policy

Councillor C Woodhead advised that the Town Council should obtain consent from all Councillors relating to obtaining permission to keep email address, telephone numbers etc. It was:

**RESOLVED:** That the above documents are noted and that they will be adopted at the Annual Meeting on the 16<sup>th</sup> May 2018 and that a consent form would be emailed to all Councillors for signature.

**434/18 COMMUNITY CENTRE LEASE**

The Town Clerk reported that an appointment had been made with Carters Solicitors in Pontefract for Wednesday 16<sup>th</sup> April at 9.00am to discuss the lease. Councillor M Isherwood, Councillor G Isherwood and Councillor S Vickers along with the Town Clerk would attend this meeting. A report would be brought to the next Town Council meeting.

**435/18 CASUAL VACANCY**

A casual vacancy exists in the office of Councillor for Central War of Featherstone Town Council; notices are to be displayed from 5<sup>th</sup> April 2018 to 24<sup>th</sup> April 2018.

**436/18 PLANNING AND LICENSING MATTERS**

- a) WMDC Planning Applications and Decisions –

APPLICATION NUMBER	ADDRESS	PROPOSAL	DECISION
18/00019/FUL	6 Kingsley Avenue	Single storey detached building.	Approved

- b) Any other planning matters received after the date of the Agenda – None
- c) Licensing Matters – None

**RESOLVED:** To note the planning and licencing matters as above.

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**437/18 REPORTS, IF ANY, FROM MEMBERS ATTENDING MEETINGS OF THE FOLLOWING ORGANISATIONS:**

- a) Town & Parish Council Liaison Group – Next meeting to be held on Wednesday 25<sup>th</sup> April 2018.
- b) National Coal Mining Museum – Councillor C Tennant reported that a meeting was scheduled for Friday 13<sup>th</sup> April.
- c) Dementia Friends – Councillor M Tennant-King no report available.

**438/18 CORRESPONDENCE RECEIVED**

<b>Date</b>	<b>FROM</b>	<b>COMMENTS</b>
March 2018	Wakefield Open Country - Newsletter	The Mayor advised that it would be a good opportunity to contact Wakefield Open Country in relation to the 'Mobile App' that will be created. The Town Clerk will look into this.
April	Public Health – Development programme	Newsletter

**439/17 Urgent matters for information only no decisions can be made.**

As this was the last Ordinary Meeting of Featherstone Town Council for the Mayor, Councillors wished to place on record their thanks to Councillor M Isherwood.

**PRIVATE & CONFIDENTIAL**

None

**Closure and next meetings**

The next meetings of the Town Council will be as follows:

PASG Working Party  
Annual Town Meeting  
Mayor Making

Thursday 12th April 2018 at 11.00am  
Wednesday 25<sup>th</sup> April at 6.30pm in the Town Hall  
Wednesday 16<sup>th</sup> May

Closure. The meeting closed at 7.55pm.