



Featherstone Town Council

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Regenerating Supporting & Caring for our Community with Wisdom and Courage

31st May 2018

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 **THURSDAY 7th JUNE 2018 AT 11AM.**

Vicky Symons
TOWN CLERK

AGENDA

- 1. ELECTION OF CHAIRMAN**
- 2. WELCOME AND APOLOGIES**
- 3. ELECTION OF VICE CHAIRMAN**
- 4. MEMBERS DECLARATIONS OF INTEREST**

5. 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.

6. 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 at any part of the meeting by reason of the confidential nature of the business being transacted.

7. MINUTES OF PREVIOUS MEETINGS

- a)** To receive and sign the Minutes of the Administration & Finance Committee meeting held on the 11th April 2018, Minute numbers 397/18 to 408/18 and approve the contents contained therein.
- b)** To receive and sign the Minutes of the Mobile App Working Party held on Friday 25th May 2018 and approve the contents contained therein. These Minutes will be given to Members at the meeting.

Town Clerk Mrs Vicky Symons



8. FINANCE REPORTS

- a) List of payments with a total of £72,538.65 is attached for end of year 2018/19.
- b) List of income for April & May £84,932.00 being the 1st payment of the precept, 2nd instalment from WREN, plus Gala Trader fees.
- c) Invoices received prior to the meeting are to be advised at the meeting.

RECOMMENDATION: Members to approve payments lists and note income

9. BANK RECONCILIATION

The bank reconciliation will be available up to 31st May 2018. Invoices and cheque book will also be available at the meeting for Members to view.

10. BUDGET COMPARISON

The budget comparison to the 31st May 2018 will be given at the meeting.

11. WAR HORSE – FILM

Award winning cameraman, Doug Allen, has been working on a creating a film on the creation of War Horse. The Committee is asked to agree on an amount for the time and creation of the film. A further report will be given at the meeting.

12. FACEBOOK, NEWSLETTER, NOTICE BOARDS AND WEBSITE,

Any updates on these items will be given to the meeting.

PRIVATE & CONFIDENTIAL

13. 2018 – 2019 NATIONAL SALARY AWARD

NALC/SLCC has agreed a pay increase for Local Government Employees. A report is attached to this Agenda

RECOMMENDATION: To approve National Salary Award Recommendations and backdate payment to 1st April 2018.

14. STAFF MATTERS

A report will be made to the meeting of matters which have arisen for Members attention.
i.e. Holidays, Sickness, Toil, and leaving date of staff member.

Closure