

MINUTES OF A MEETING OF FEATHERSTONE TOWN COUNCIL TO BE HELD IN THE COUNCIL CHAMBER, OLD TOWN HALL, FEATHERSTONE ON WEDNESDAY 12TH OCTOBER 2016 COMMENCING AT 7.00 PM.

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

In attendance: Mrs V Heaps (Mayors Chaplain), Mr R Parkinson Wakefield District Tree Wardens and Sue Coles (Town Clerk).

207/16 WELCOME & APOLOGIES RECEIVED

Councillor C Tennant, Councillor M Tennant-King.

208/16 PUBLIC PARTICIPATION

The meeting was opened for members of the public to address the Council on matters relevant to its business. No questions were raised.

209/16 MEMBERS' DECLARATIONS OF INTEREST

Councillor Vickers cheque 203484 & 203476. Councillor M Isherwood cheque 203493 and WMDC member re Community Centre.

210/16 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 items for Road Closure, Community Centre, Solicitors and Traffic Management which may be of a confidential nature of the business being transacted.

211/16 MAYOR'S ANNOUNCEMENTS

The Mayor signed the contract with Codsteaks.

The grant cheque for £500 to Mr R Parkinson of Wakefield Tree Wardens Trust was presented. Mr Parkinson thanked the Council and advised that his wife's grandfather was fortunate enough to come back from WWI and that Mr Parkinson includes the PASG tree planting project in his talks to community groups. The Town Council is the vanguard of the move to remember the war and he gives talks to leading businesses such as Yorkshire Bank and adds information to his story as it continues to grow. The cheque received today will go to the compost required to grow on plants at Thornes Park centre.

The Mayor had been to Wakefield Homestart, had a photo opportunity at Mill Pond Meadows as publicity for PASG. He also attended the Prince of Wales hospice and learnt how it started at Normanton Rotary; it costs £250 per hour or £2M per year and the hospice has a beautiful garden, it helps people not only with cancer but those having to live with other medical conditions.

212/16 LEADER OF THE TOWN COUNCIL'S REPORT

Councillor G Isherwood advised that he had purchased items for the Santa sacks. He also congratulated Councillor K Hollis on her 10k run for charity.

The Community Centre is progressing and the new sliding doors had been installed. The Polio group would continue to meet whilst the handover from WMDC to Town Council is continuing and another meeting of the group will be held on Sunday 16th October.

After our Switch On event and before the Tea Dance there needs to be a cleaning process to ensure the floor is clean before the dancing and he asked for support in making this so. The new Librarian Sharon is very keen to get involved in Council events.

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212/16 LEADER OF THE TOWN COUNCIL'S REPORT Cont'd...

Councillor G Isherwood asked the meeting where had the installation of the new welcome to Streethouse and Welcome to North Featherstone project had got to and was informed that the Clerk was waiting on Highways opinion as to whether a sign could be placed at the spot of the current planter on the A638. He asked about the land previously identified and was informed that the owner of the land could not be identified. Councillor Isherwood said he would approach Streetscene and ask if they had any objections to the sign being placed there. A couple of sites at North Featherstone was considered and it was felt that it was too far out or the Christmas tree would be placed there. It was concluded that a suitable site had yet to be identified.

213/16 MINUTES OF THE ORDINARY COUNCIL MEETING

Councillor Woodward asked that her name be added to the minutes of 14th September.

- a) To approve the minutes of the Ordinary Meeting of the Council MIN 125/16 to 144/16 held on the 17th August 2016 with amendments from Septembers Council's meeting.
- b) To approve the minutes of the Ordinary Meeting of the Council MIN 145/16 to 164/16 held on the 14th September 2016.

It was

RESOLVED: That Councillor Woodward was to be added to the names present in the minutes of September and that both the minutes of the 17th August and 14th September be approved signed.

214/16 MINUTES OF THE FOLLOWING COMMITTEES:

- a) To receive the minutes of the Administration & Finance Committee dated 15th September 2016 MIN numbers 165/16 to 183/16 with the recommendation **Min 178/16 refers:**

The internal auditor recommended that standing orders and financial regulations should be reviewed and replaced by the new NALC guidelines. The RFO & Clerks' are unable to obtain up-to-date training on Governance & Accountability and the Localism Act 2011 and therefore the Council is slowly falling behind statutory rules and regulations. One of these in particular is VAT and the new Audit 2016 auditing requirements. The benefits of membership with NALC were attached to the Administration & Finance Committee agenda and the cost remains at £791.00.

A number of Councillors were against joining NALC because of past errors in advice given to the Council but after careful discussion it was

RESOLVED: That the Council joins the National Association of Local Councils.

- b) To receive the minutes of the Flowers & Lights Committee dated 15th September MIN numbers 184/16 to 191/16 with the recommendation **Min 190/16 refers:** It was

RESOLVED: To accept the offer of the extra Christmas trees from Plantscape at no extra cost this year.

**215/16 CHARITABLE TRUST AND COMMUNITY CENTRE
MIN 136/16 and 156/16 refers.**

A report was given from the meeting held on 7th September between officers of WMDC, Nova, WMDC Members' and Town Councillors' concerning the acquisition of the Community Centre by the Town Council. The minutes of that meeting contained some inaccuracies and had to be amended and are now attached for Members approval. It was

RESOLVED: To approve the minutes of the meeting with WMDC on the 7th September.

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216/16 STANDING ORDERS TERMS OF REFERENCE

MIN 164/16 refers. At the Council meeting in September it was agreed to formally set up a Community Centre Management Committee to advise the Council on all matters in relation to the lease and running of the Community Centre.

- a. The Term of Reference for this new committee is contained in the attached document.
- b. There is an amendment to the Terms of Reference for the Administration & Finance Committee in regards to the future handling of staffing matters by the appointment of a sub-committee as per standing orders.
- c. To call the first meeting of the Community Centre Management Committee (CCMC) for Wednesday 19th October at 6pm.

RESOLVED: The Terms of Reference is part of the Standing Orders and therefore Members were asked to consider the document and raise any amendments as necessary, it will be placed on the November agenda for approval. The first meeting will be held on 19th October.

217/16 FINANCE REPORTS

The Yorkshire Internal Audit Services report will be presented at the November meeting.

218/16 PLANNING AND LICENSING MATTERS

- a. WMDC Planning Applications and Decisions – no comments.
- b. WMDC Hedgerow removal and reinstatement notice at Church Lane Old Snydale. Noted.
- c. Any other planning matters received after the date of this agenda. None received.
- d. Licensing matters: Featherstone Working Men's Club. Noted.

219/16 REMEMBRANCE SERVICES'

An invitation from the Featherstone branch of the Royal British Legion has been received an copies distributed to all Members of the Council. The wreaths for the Town Council have been ordered. Members were asked if any specific arrangements were required for the PASG Mill Pond Meadows on the 11th November at 11am. Councillor G Isherwood said that Mr R Parkinson was to order more flags and asked that this be confirmed with him. That the annual remembrance 2017 be placed on an agenda to discuss in good time to mark the end of WWI.

220/16 REPORTS, IF ANY, FROM MEMBERS ATTENDING MEETINGS OF THE FOLLOWING ORGANISATIONS:

- a) Town & Parish Council Liaison Group – no meeting.
- b) National Coal Mining Museum – no report.

221/16 CORRESPONDENCE RECEIVED

Date	FROM	COMMENTS
October	Mark Burns-Williamson Police & Crime Commissioner. Vacancy for Volunteer Third Sector Advocate	Email

222/16 Urgent matters for information only no decisions can be made.

The Mayor noted as Streethouse School Governor that the school has been reported as improving year on year and is doing really well. Councillor G Isherwood took the opportunity to request that a letter is sent to Featherstone Academy on the occasion of the most approved school in the Wakefield area and he asked that the Mayor send a letter congratulating the staff and students on this achievement.

PRIVATE AND CONFIDENTIAL

223/16 ROAD CLOSURES AND TRAFFIC MANAGEMENT

The Town Clerk advised that there was no further report until the November meeting.

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224/16 HEADS OF TERMS FOR COMMUNITY CENTRE LEASE

The lease had been discussed with Mr T Frith Property Surveyor for Wakefield at a meeting on Tuesday 11th October. Several changes had been requested to do with; the break clause, repairs, outside events and the positioning of a storage container.

225/16 APPOINTMENT OF SOLICITORS

It is necessary to appoint a firm of solicitors to act on the Town Council's behalf in the negotiations of the lease from WMDC for the Community Centre. Three firms have been approached and details will be circulated to Members prior to the meeting. It was

RESOLVED: To appoint Carter's Solicitors of Pontefract.

The meeting closed at 8.10pm