

**MINUTES OF THE ADMINISTRATION & FINANCE COMMITTEE MEETING OF FEATHERSTONE TOWN COUNCIL HELD IN THE COMMUNITY CENTRE, VICTORIA STREET, FEATHERSTONE ON THURSDAY 24<sup>TH</sup> APRIL 2025 AT 10.00AM.**

**Present:** Councillor J Hutsby, Councillor M Isherwood, Councillor R Taylor, Councillor C Tennant, Councillor M Tennant-King and Councillor S Vickers.

**In Attendance:** Mrs. Vicky Symons (Town Clerk).

| <b>616/25 WELCOME AND APOLOGIES FOR ABSENCE</b>                        | <b>Action</b> | <b>Actioned By</b> |
|------------------------------------------------------------------------|---------------|--------------------|
| Apologies were received from Councillor K Law and Councillor H Symons. |               |                    |

| <b>617/25 PUBLIC PARTICIPATION</b>                                                                                                                                                                                                      | <b>Action</b> | <b>Actioned By</b> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------------------|
| 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. |               |                    |

| <b>618/25 MEMBERS DECLARATIONS OF INTEREST</b> | <b>Action</b> | <b>Actioned By</b> |
|------------------------------------------------|---------------|--------------------|
| None were declared.                            |               |                    |

| <b>619/25 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</b>                                                                                                                                                                                     | <b>Action</b> | <b>Actioned By</b> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------------------|
| 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 agenda item, by reason of the confidential nature of the business being transacted. |               |                    |

| <b>620/25 MINUTES OF THE PREVIOUS MEETING</b>                                                                                                                                                                                                                 | <b>Action</b>                            | <b>Actioned By</b> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|--------------------|
| It was<br><br><b>RESOLVED:</b> That the Minutes of the Administration & Finance Committee meeting held on Thursday 10 <sup>th</sup> April 2025 (Minute Numbers 554/25 to 568/25) be received as a true record and the contents contained therein be approved. | To be placed on the Town Council website | LM                 |

| <b>621/25 FINANCE REPORTS</b>                                                                                                                                                                                                                                                                              | <b>Action</b>                 | <b>Actioned By</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|--------------------|
| a) List of payments for 2025/2026 £46,473.70<br>b) List of income for 2025/2026 £104,844.25 being the 1 <sup>st</sup> precept payment and community centre hire.<br><br>It was:<br><br><b>RESOLVED:</b> That the payment as listed above are approved for payment and that the income is noted by members. | Payments to be sent via post. | VS                 |

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|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-------------|
| <b>622/25 BANK RECONCILIATION</b>                                                                                                                                                                               | Action | Actioned By |
| The bank reconciliation up to 31 <sup>st</sup> March 2025 was presented to members at the meeting.<br><br>The chairman and vice chairman examined these documents and signed the reconciliation at the meeting. |        | VS          |
| <b>623/25 BUDGET COMPARISON</b>                                                                                                                                                                                 | Action | Actioned By |
| Members reviewed the budget. The Clerk advised that the budget for the artwork had been covered by grants from Wakefield Council.<br><br><b>RESOLVED:</b> That the budget is noted by members.                  |        | VS          |
| <b>624/25 URGENT MATTERS FOR DISCUSSION NO DECISIONS CAN BE MADE</b>                                                                                                                                            | Action | Actioned By |
| None                                                                                                                                                                                                            |        |             |
| <b>625/25 ITEMS FOR FUTURE AGENDAS TO BE ADVISED TO THE CLERK</b>                                                                                                                                               | Action | Actioned By |
| None                                                                                                                                                                                                            |        |             |
| <b>PRIVATE AND CONFIDENTIAL</b>                                                                                                                                                                                 | Action | Actioned By |
|                                                                                                                                                                                                                 |        |             |
| <b>626/25 STAFF MATTERS</b>                                                                                                                                                                                     | Action | Actioned By |
| There were no matters raised.                                                                                                                                                                                   |        |             |

Closure: The meeting closed at 10.15am