Featherstone Town Council

Featherstone Community Centre, Victoria Street, off Station Lane, Featherstone, West Yorkshire, WF7 5BB
Tel: 01977 798608.
Email: towncouncil@featherstone-tc.gov.uk www.featherstone-tc.gov.uk

Regenerating Supporting & Caring for our Community by Wisdom and Courage

Dear Councillor

MEETING OF FEATHERSTONE TOWN COUNCIL

In accordance with the Local Government Act (LGA) 1972, Schedule 12, paragraphs 10 (2) (b) you are summoned to an
ORDINARY MEETING OF FEATHERSTONE TOWN COUNCIL
to be held in the GRAHAM ISHERWOOD SUITE AT FEATHERSTONE COMMUNITY CENTRE, VICTORIA STREET, FEATHERSTONE on

WEDNESDAY 9th SEPTEMBER 2026 AT 7.00PM

Vicky Symons
Town Clerk

A moment of reflection
Provided by
Mr Terry Pullinger

IF YOU ARE UNABLE TO ATTEND, PLEASE SUBMIT YOUR APOLOGIES AND REASONS TO THE TOWN CLERK PRIOR TO THE MEETING.

AGENDA

Item Number	Description	Enclosure
1	**WELCOME AND APOLOGIES RECEIVED** To receive and accept any apologies for absence.	
2	**PUBLIC PARTICIPATION** The meeting is to be opened for the public to address Members on matters relevant to the business of the committee. However, members of the public cannot take part in the main proceedings of the meeting, this is strictly limited to Councillors. *Note: An answer to any questions raised may not necessarily be available at the meeting. Issues may need further investigation or discussion. Such responses will be communicated in writing to the resident at a later date.	
3	**MEMBERS DECLARATIONS OF INTEREST** To receive declarations of disclosable pecuniary interests and other interests from Councillors on matters to be considered at the meeting. The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. Whether you can remain in the meeting and the extent to which you can participate depends on the type of interest you have.	
4	**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 agenda item by reason of the confidential nature of the business being transacted.	
5	**MINUTES OF THE ORDINARY COUNCIL MEETING** To approve and sign the minutes of the Ordinary Meeting of the Council MIN 146/26 to 163/26 held on the 8th July 2026 and approve the contents contained therein.	**7-11**
6	**MINUTES OF THE FOLLOWING COMMITTEES** A) To receive the minutes of the Administration & Finance Committee held on Thursday 11th June 2026 MIN numbers 80/26 to 92/26 B) To receive the minutes of the Communications Committee held on Wednesday 10th June 2026 MIN numbers 27/26 to 39/26	**12-15** **16-18**

	C) To receive the minutes of Events Committee held on Wednesday 10th June 2026 MIN Numbers 40/26 to 55/26 D) To receive the minutes of the Grants Sub-Committee held on Thursday 11th June MIN numbers 106/26 to 119/26	**19-21** **22-24**
7	**MAYOR'S ANNOUNCEMENTS** The Mayor will update members at the meeting	
8	**DISTRICT COUNCILLOR REPORT** To receive a verbal report from the District Councillors on any matters relating to the Town. Questions/comments from Town Councillors maybe submitted to the District Councillors.	
9	**COMMUNITY COHESION, PUBLIC SAFETY AND RESIDENTS** To receive reports from Councillors regarding concerns raised by residents, to consider the impact on community cohesion and perceptions of public safety; and to determine whether representations should be made to West Yorkshire Police, Wakefield Council or other relevant agencies.	
10	**DIVERSITY CHAMPION** This item was requested to be placed on the Agenda at the July Council meeting. To discuss the role and reappoint a Town Councillor as the Diversity Champion.	**25-31**
11	**DISPLAYING THE UNION FLAG IN THE GRAHAM ISHERWOOD CHAMBER** Members are requested to discuss whether a Union Flag should be permanently displayed within the Chamber and, if so, determine its location, size and method of display. Consideration should also be given to any associated costs, maintenance requirements and the appropriateness of the proposed display within the Council's principal meeting space. **RECOMMENDATION:** That Council considers the proposal and resolves whether to approve the display of the Union Flag in the Graham Isherwood Chamber.	**32-34**
12	**PRIDE IN PLACE** Members to receive a report from Councillor Symons on the Pride in Place Committee meeting.	
13	**SCULPTURE WALL** To receive an update from the Town Clerk on the Sculpture Wall on Wakefield Road. The Town Council are to agree any action to be taken.	

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PLANNING AND LICENSING MATTERS

APPLICATION NUMBER	ADDRESS	PROPOSAL	WMDC DECISION (if applicable)
26/01075/OUT	Greenlane House, Green Lane	Erection of up to 2 no. dwellings, including demolition of existing building (outline application with all matters reserved)	
26/01476/FUL	3 Stretton Close, Ackton	Split single and two storey rear extensions	
26/01471/SPN	Unit F, Rosie Road	PV Solar Installation	
26/00961/CPL	95 A Station Lane	C3 residential dwelling to C4 HMO	Approved
19/02780/S7301	Common Side Farm	Variation of conditions 5 for the conversion of stable to 2no dwellings and demolition of existing equestrian building and replacement with 2no apartments	Approved
26/01070/FUL	Jayscreen House, Green Lane	Extension to side, canopy to side, reclad of existing and works to year area.	
26/01106/FUL	Unit H Rosie Road	Erection of ancillary storage building	
26/00946/CPL	26 Ackton Lane	Loft Conversion with dormer to rear and roof windows to front.	Approved
26/00896/FUL	93 Ackworth Road	Part two storey and part single storey extensions to rear and side.	Approved
26/00968/CPL	9 De Lacy Avenue	Loft conversion to create additional bedroom	Approved
26/01532/CPL	26 De Lacy Avenue	Single storey side extension	

b) ANY OTHER PLANNING MATTERS RECEIVED AFTER THE DATE OF THIS AGENDA

c) LICENSING MATTERS (IF ANY)

Star Pubs Trading Ltd	Cross Keys	Variation of a Premises Licence	Amend licence in accordance with submitted plan	Public House

				CK/SPB/LIV 1 B amended standard and non standard open times to 08.00		
15	**CORRESPONDENCE RECEIVED** **Date** | **FROM** | **COMMENTS** **Any other correspondence received**					
16	**URGENT MATTERS FOR DISCUSSION NO DECISIONS CAN BE MADE**					
17	**ITEMS FOR FUTURE AGENDAS TO BE ADVISED TO THE CLERK**					
	PRIVATE AND CONFIDENTIAL					
18	**REVIEW OF STAFF CONTRACTS – EVENT WORKING ARRANGEMENTS AND PAYMENT** To receive a **RECOMMENDATION** from the Employment Sub Committee that event working is: **Employee Choice** Employees may choose either: • Payment at time-and-a-half; or • TOIL at time-and-a-half. Staff contracts will need to be amended to make this change. Overtime is still required to be authorised by the Administration & Finance Committee.					
19	**REVIEW OF CARETAKER ARRANGEMENTS** To receive a **RECOMMENDATION** from the Employment Sub-Committee to agree to **Engage External Security Contractor** to cover weekend bookings for the community centre. Whilst costs are currently being obtained, this option could provide additional operational flexibility without creating a permanent staffing commitment during 2026/2027. The budget for this year would fall under the 2027/2028.					
20	**LOCAL GOVERNMENT PAY CLAIM 2026**					**35-37**

	Please see attached information from the National Association of Local Council with regards to the national pay award. **RECOMMENDATION:** That Staff salaries are to be increased in line with the National Salary awards as above and backdated to April 2026.	
21	**CLOSURE AND NEXT MEETINGS** The next meetings of the Town Council will be as follows: Grants Sub-Committee – Wednesday 14th October 2026 at 6.00pm Administration and Finance Committee – Wednesday 14th October 2026 following the Grants Sub-Committee at 6.00pm Full Council – Wednesday 14th October 2025 at 7.00pm	

MINUTES OF A MEETING OF AN ORDINARY MEETING OF FEATHERSTONE TOWN COUNCIL HELD IN THE COMMUNITY CENTRE, VICTORIA STREET, FEATHERSTONE ON WEDNESDAY 8TH JULY 2026 AT 7.00PM.

Present: Councillor P Belbin, Councillor S Haslam (Mayor), Councillor J Hutsby, Councillor M Isherwood, Councillor K Law, Councillor H Symons, Councillor C Tennant, Councillor M Tennant-King and Councillor S Vickers

In Attendance: Mrs. V Symons (Town Clerk), Leanne Murphy (Town Council Administrator) and one member of the public.

Prior to the meeting commencing a Mayor Says Thanks presentation was awarded to Ava, who had designed posters and arranged a litter pick at Purston Park.

146/26 WELCOME AND APOLOGIES FOR ABSENCE	**Action**	**Actioned By**
The Mayor welcomed everyone to the meeting. Apologies from members with their inability to attend were received and accepted from Councillor D Longley, Councillor P McIntosh and Councillor R Taylor.		

147/26 PUBLIC PARTICIPATION	**Action**	**Actioned By**
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. No members of the public were in attendance.		

148/26 MEMBERS DECLARATIONS OF INTEREST	**Action**	**Actioned By**
None were declared.		

149/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960	**Action**	**Actioned By**
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.	There were no items of a confidential nature	

150/26 MINUTES OF THE ORDINARY COUNCIL MEETING	**Action**	**Actioned By**
It was: **RESOLVED:** To approve and sign the minutes of the Ordinary Meeting of the Council MIN 56/26 to 78/26 held on the 10th June 2026 and approve the contents contained therein.	To be placed on the Town Council website	LM

151/26 MAYORS ANNOUNCEMENTS	**Action**	**Actioned By**
Since the last meeting the Mayor has opened the Wheelfest event in Pontefract, Little Bakes for their re-opening, Normanton Civic Service, Active Minds session at the		

community centre, and Girnhill Lane Infants School to discuss various projects, one including a scarecrow festival. Upcoming events included attending Girnhill Lane Infants school fayre and Featherstone Male Voice Choir concert. The Mayor also attended The Prince of Wales Hospice in Pontefract. The Mayor was given a tour of the premises and he was able to hand over the grant cheque from the Town Council. The Mayor also will be attending a meeting with Farmer Copley's and Featherstone Male Voice Choir to try to hold a join event for the Mayor's Charity. Further details will be available in due course.		

152/26 DISTRICT COUNCILLORS REPORT	**Action**	**Actioned By**
To receive a verbal report from the District Councillors on any matters relating to the Town. No District Councillors were present, so no report was available. Councillor Vickers was extremely disappointed to not have members present. Councillor Vickers added that it was the perfect opportunity for the District Councillors to see how the Town Council works. Councillor Vickers asked if it would be possible to show members who are present on the Town Council website. The Clerk advised she would look into this. Councillor Tennant advised that they are representing the Town at District level and its disappointing that they aren't showing up. Councillor Isherwood added that if there are concerns that Town Councillors receive this would be the opportunity to relay them to the District Councillors.		

153/26 TOWN COUNCIL SURGERIES	**Action**	**Actioned By**
Councillor Vickers advised that he had responded to all casework received and there was only one outstanding which was received prior to the meeting. Councillor Tennant-King advised that she had received a complaint with regards to a crossing that is needed on Ackworth Road near Purston Park. Councillor Tennant-King had advised that there had been meetings take place in the past however informed the residents to speak with the new District Councillors as there is nothing more that the Town Council can do.		

Councillor Vickers had raised the issue of road signs being covered by trees/bushes. Photos had been taken of this and emailed to District Councillor Womack. Councillor Tennant-King advised that the new sign placed on Wilson Street car park had caused concerns by residents and business owners. Councillor Tennant-King had already requested clarification on the current situation. Councillor Isherwood advised that the Town Council should also send in the photos so that all members are kept informed.		

154/26 DEFIBRILLATOR UPDATE	**Action**	**Actioned By**
This item was deferred to the next meeting.	Place on next Council agenda	VS

155/26 PURSTON PARK GARDENS AND FOUNTAIN	**Action**	**Actioned By**
The Town Clerk had requested meeting with WMDC Officers to find out the current situation with regards to the fountain. This was sent on 20th June and no response had been received. The **RESOLVED:** That Councillor Vickers is Featherstone Town Council's Armed Forces Champion.		

156/26 PRIDE IN PLACE	**Action**	**Actioned By**
Members received a verbal update on the recent public consultation from Councillor Symons. There had been numerous events taking place over the Town and surrounding areas. Following this further stage of public engagement, the Board, working with their partners, will prepare and submit a report and business case to Government in November. Members of the Town Council would be kept update following on from the next meeting which is scheduled to take place in September.		

157/26 AGE FRIENDLY – TOWN & PARISH COUNCILS	**Action**	**Actioned By**
The Clerk, Administrator and Councillor Isherwood attended an online meeting with Centre for Aging Better arranged through the YLCA. Attached are the slides provided on the day. An overview of the meeting will be provided verbally to members. Members are asked to consider if they would look at the possibility of setting up a Memory Café in the community centre. If so the office staff will look into this and bring further information to the next meeting.	To be placed on the Town Council website	LM/VS

Councillor Tennant felt that this was a great idea and would open the use of the toilets on a Tuesday to anyone shopping in Station Lane. Councillor Tennant-King added that if permission was sought, photos could be used from Irvin Saxton which would help jog memories and for people to reminisce. Councillor Belbin added that music is another avenue for this and could be incorporated in some way. Councillor Haslam requested that the Town Clerk contact Ann Marie Maguire as she is the community connector and could possibly help in some way. The Town Clerk advised that there would be minimal cost to the Council and the Community Centre budget could be used to set this up.		

158/26 SCULPTURE WALL	**Action**	**Actioned By**
The Town Clerk advised that there was no further update available, however would keep this on the Town Council agenda.	Place on next agenda	VS

159/26 PLANNING AND LICENSING MATTERS	**Action**	**Actioned By**

APPLICATION NUMBER	**ADDRESS**	**PROPOSAL**	**WMDC DECISION (if applicable)**
26/00257/FUL	1 Stretton Close	Two storey side & single storey rear extensions	Approved
26/00676/ADV	Cross Keys Hotel	Erection of illuminated and non-illuminated signs to the exterios of the building	Approved
25/02382/FUL	Land Off Geroge Street	Demolition of existing garage and erection of 4 flats (use class C3) car parking and all works	Approved
26/00776/AGR	Ravensknowle Farm	An agricultural building	Prior approval not required
26/00961/CPL	95A Station Lane	C3 residential dwelling to C4 HMO Certificate of proposed lawful development for the conversion of a residential dwelling (Use Class 3) to a HMO (Use Class 4) with five bedrooms	
26/00625/HHN	Featherstone Sports Centre	High Hedge Complaint	Approved

Members wished to make an objection on application 26/00961/CPL

d) ANY OTHER PLANNING MATTERS RECEIVED AFTER THE DATE OF THIS AGENDA

e) LICENSING MATTERS (IF ANY)

None

160/26 CORRESPONDENCE RECEIVED		

Date	**FROM**	**COMMENTS**
15-06-26	Rebecca Maindonald	Email following attendance at last meeting

25-06-26	St Thomas Junior School	Outcome of consultation
Any other correspondence received		

161/26 URGENT MATTERS FOR DISCUSSION NO DECISIONS CAN BE MADE	**Action**	**Actioned By**
None		

162/26 ITEMS FOR FUTURE AGENDAS TO BE ADVISED TO THE CLERK	**Action**	**Actioned By**
Councillor Vickers requested an item on displaying the union flag in the Graham Isherwood Suite. Councillor Tennant-King requested an item on the Diversity Champion.		

PRIVATE AND CONFIDENTIAL		

163/26 CLOSURE AND NEXT MEETINGS	**Action**	**Actioned By**
The next meetings of the Town Council will be as follows: Communications Committee – Wednesday 9th September at 5.30pm Events Committee – Wednesday 9th September to follow the Communications Committee Admin & Finance – Wednesday 9th September to follow Events Committee Full Council – Wednesday 9th September at 7.00pm		

Closure: 8.10pm

MINUTES OF THE ADMINISTRATION & FINANCE COMMITTEE MEETING OF FEATHERSTONE TOWN COUNCIL HELD IN THE COMMUNITY CENTRE, VICTORIA STREET, FEATHERSTONE ON THURSDAY 11TH JUNE 2026 AT 11.30AM.

Present: Councillor P Belbin, Councillor J Hutsby, Councillor M Isherwood (Chairman), Councillor M Tennant-King and Councillor S Vickers.

In Attendance: Mrs. Vicky Symons (Town Clerk) and Miss Leanne Murphy (Town Council Administrator)

79/26 ELECTION OF CHAIRMAN	**Action**	**Actioned By**
Councillor Vickers nominated and this was seconded by Councillor Tennant-King and it was: **RESOLVED:** That Councillor Isherwood is to be chairman of the committee for the ensuing year.		

80/26 WELCOME AND APOLOGIES FOR ABSENCE	**Action**	**Actioned By**
Apologies were received and accepted from Councillor Haslam, Councillor Longley, Councillor McIntosh Councillor Taylor, Councillor Tennant and Councillor H Symons.		

81/26 ELECTION OF VICE CHAIRMAN	**Action**	**Actioned By**
Councillor Tennant-King nominated and this was seconded by Councillor Hutsby and it was: **RESOLVED**: That Councillor Vickers is to be vice chairman of the committee for the ensuing year.		

82/26 PUBLIC PARTICIPATION	Action	Actioned By
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.		

83/26 MEMBERS DECLARATIONS OF INTEREST	Action	Actioned By
None were declared.		

84/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960	Action	Actioned By
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.		

85/26 MINUTES OF THE PREVIOUS MEETING	Action	Actioned By

Signed: 

It was **RESOLVED:** That the Minutes of the Administration & Finance Committee meeting held on Wednesday 2nd April 2026 (Minute Numbers 609/26 to 625/26) be received as a true record and the contents contained therein be approved.	To be placed on the Town Council website	LM

84/26 FINANCE REPORTS	Action	Actioned By
a) List of payments for 2026/2027 April Payments totalling - £20,931.36 May Payments totalling - £13,750.87 June payments totalling - £7,830.82 All of the above included debit card payments made by the Town Clerk. b) List of income for 2026/2027 April income - £108,657.75 being the 1st precept payment and community centre hire. May income - £5,577.25 being community centre hire June income - £135.50 being community centre hire. It was: **RESOLVED:** 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

85/26 BANK RECONCILIATION	Action	Actioned By
As the Town Clerk was waiting to complete year end the bank reconciliation was unavailable for the meeting, however once this had been completed, the Town Clerk would ask that the Chairman of the committee come to the office to check and sign the bank statement.		VS

86/26 TO APPOINT INTERNAL AUDITOR FOR THE FINANCIAL YEAR 2026/2027	Action	Actioned By
To allow for consistency, members are asked to approve for Julie Whinham to be appointed as the Town Council's Internal Auditor for the upcoming financial year. This will include 2 visits to the Council and completion of the year-end audit process. It was: **RESOLVED** That Ms Julie Whinham is appointed as the Internal Auditor for 2026/2027 financial year		

87/26 OFFICE COMPUTERS	Action	Actioned By

Signed:

The office computers run on Windows 10 and can not be updated to Windows 11 as the software is not supported on the current work stations. The Town Clerk has sought a quotation from the Town Council's computer maintenance company Pro Logic. The have quoted Pro Logic Intel i5 14th Gen / 16GB RAM / 500GB NVMe / Windows 11 Pro at a cost of £650.00 + VAT. The Clerk advised members that the current computers had been in since the Clerk started in 2014, so had lasted 12 years so far. Councillor Belbin advised that this was a long life span for a desktop and the cost represented value for money. It was: **RESOLVED**: That 2 new computers are purchased for the office staff at the cost of £650.00 + vat each.		

88/26 TOWN COUNCILLOR EMAILS	Action	Actioned By
To review and approve the cost for new Town Councillor email address. The cost for a Town Councillor to have a specific Town Councillor email address is £4.60 + vat per month. The Town Council are able to cancel and add new councillors on a month by month basis. The email address will be as an example: cllrsvickers@featherstone-tc.gov.uk The total should all councillors wish to take up the email would be £54.00 per month. It was: RESOLVED: That the Clerk is to email all members to advise that the committee has recommended the use of Town Council emails. Once confirmed with all members, the Clerk is to confirm with Pro Logic the number and name of all councillors who require emails to be set up.		

89/26 COPPER LINE CEASE	Action	Actioned By
The Town Councils current internet service, is set to cease in January 2027. The Town Council's computer and internet maintenance company have discussed the situation with Qudo (the current Town Council's internet supplier) and the best option is to upgrade to FTTP. This upgrade will provide much faster speeds and greater reliability compared to the existing copper line internet. The current cost for internet is £37.50		

Signed:

+vat per month, in comparison, a new 160Meg FTTC connection will be £35.80 + vat per month. There is however an installation charge from Open reach which comes to £122.06 + vat. There is no additional charges from Pro Logic or Qudo. Pro Logic are happy to handle the transition and make the process as smooth as possible. It was **RESOLVED:** That members agree to the installation cost and new charges for the internet.		

90/26 URGENT MATTERS FOR DISCUSSION NO DECISIONS CAN BE MADE	Action	Actioned By
None		

91/26 ITEMS FOR FUTURE AGENDAS TO BE ADVISED TO THE CLERK	Action	Actioned By
None		

PRIVATE AND CONFIDENTIAL	Action	Actioned By

92/26 STAFF MATTERS	Action	Actioned By
Members are asked to approve to pay overtime for the Town Clerk, Town Council Administrator, and Caretaker for Gala Day. An overtime sheet will be provided following the event which is to be signed by the Chairman. It was: RESOLVED: That members approve to pay the office staff and caretaker overtime in relation to the gala. The Chairman will sign off the overtime sheets at the next meeting.		

Closure: The meeting closed at 11.47am

Signed:

MINUTES OF A MEETING OF THE COMMUNICATIONS COMMITTEE OF FEATHERSTONE TOWN COUNCIL HELD IN THE GRAHAM ISHERWOOD SUITE, FEATHERSTONE COMMUNITY CENTRE, VICTORIA STREET, FEATHERSTONE ON WEDENSDAY 10TH JUNE 2026 AT 6PM.

Present: Councillor S Haslam, Councillor M Isherwood, Councillor P Belbin, Councillor J Hutsby, Councillor C Tennant, Councillor D Longley, Councillor M Tennant-King and Councillor S Vickers.

In Attendance: Mrs V Symons (Town Clerk) and Miss L Murphy (Town Council Administrator)

27/26 ELECTION OF CHAIRMAN	Action	Actioned By
It was: Proposed by Councillor S Vickers and seconded by Councillor D Longley and **Resolved:** That Councillor S Haslam is chairman for the ensuing year.		

28/26 WELCOME AND APOLOGIES FOR ABSENCE	**Action**	**Actioned By**
Apologies were received from Councillor R Taylor, Councillor K Law, Councillor H Symons and Councillor P McIntosh.		

29/25 ELECTION OF VICE-CHAIRMAN	**Action**	**Actioned By**
It was: Proposed by Councillor S Vickers and seconded by Councillor J Hutsby and **Resolved:** That Councillor H Symons is Vice-chairman for the ensuing year.		

30/26 MEMBERS DECLARATIONS OF INTEREST	Action	Actioned By
None we declared.		

31/26 PUBLIC PARTICIPATION	Action	Actioned By
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.		

32/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960	Action	Actioned By
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 part of the meeting by reason of the confidential nature of the business being transacted.		

33/26 MINUTES OF THE COMMUNICATIONS COMMITTEE HELD ON THE 08th APRIL 2026	Action	Actioned By
It was:	To be placed on the Town Council website	LM

RESOLVED: That the Minutes of the Communications Committee Meeting held on Wednesday 08th April 2026 MIN (638/26 to 43646/26) be received as a true record and the contents contained therein be approved and signed.		

34/26 SLIDE SHOW	Action	Actioned By
Councillor S Haslam informed members that his idea for a slide show is to showcase the history of Featherstone with the potential to involve local schools and community groups once the idea has been established. A discussion took place with thoughts and ideas that included producing a calendar and the town council taking ownership of any photos used. It was: Agreed: To look into the town council taking ownership of the photos and creating a calendar.	To continue to update as and when required.	LM/VS/SH

35/26 PODCAST	Action	Actioned By
Councillor S Haslam asked members for their thoughts on the podcast that was published on Monday 8th June 2026. A discussion took place and all members agreed that it was a good start. It was: Agreed to have a message go out to the public to ask for any questions for the Mayor which can be answered on the next podcast.	To continue to update as and when required.	LM/VS

36/26 MONTHLY BULLETIN	Action	Actioned By
Mays monthly bulletin was attached to the agenda for approval. It was: Approved.	To publish on the Town Council's Social Media platforms and Website.	LM

37/26 NOTICEBOARDS	Action	Actioned By
Attached to the agenda was the Community Noticeboards Policy for members to review and adopt with any amendments made at the meeting. Councillor Vickers requested that a sentence be placed into Section 5 of the policy to state that no political logos are permitted to be published. Councillor Isherwood requested that any notices received from the public and external organisations be placed onto the Communications agenda for approval before being published. If the notices are for an activity taking place before the next available meeting then these can be emailed to councillors for approval.	To make any amendments and publish the policy on the Town Council Website.	LM/VS

It was: Agreed to adopt this policy with the amendments above.		

38/26 ANALYTICS/STATS OF COMMUNICATION OUTLETS	Action	Actioned By
Attached to the agenda were reports showing the monthly comparison over the Town Council's Facebook, X, Instagram and Google Business Profile. A discussion took place. It was: Agreed that from now until the next meeting any posts from the Mayors Facebook Page would be published on X to see if the interactions and views increase, if this isn't the case then we look at creating a TikTok account for the Town Council.	To publish Mayors posts on X and monitor interactions. Place on the next agenda for discussion.	LM

39/26 ITEMS FOR FUTURE AGENDA'S TO BE ADVISED TO THE TOWN COUNCIL ADMINISTRATOR	Action	Actioned By
ɔne.		

CLOSURE	Action	Actioned By
The meeting was closed at 18.33PM		

MINUTES OF A MEETING OF THE EVENTS COMMITTEE OF FEATHERSTONE TOWN COUNCIL HELD IN THE COMMUNITY CENTRE, VICTORIA STREET, FEATHERSTONE ON WEDNESDAY 10TH JUNE 2026 AT 6.00PM.

Present: Councillor S Haslam, Councillor M Isherwood, Councillor P Belbin, Councillor C Tennant, Councillor D Longley, Councillor M Tennant-King (Chair), Councillor J Hutsby, Councilllor P McIntosh and Councillor S Vickers.

In Attendance: Mrs V Symons (Town Clerk), Miss L Murphy (Town Council Administrator).

40/26 ELECTION OF CHAIRMAN	**Action**	**Actioned By**
It was: Proposed by Councillor S Vickers and seconded by Councillor D Longley and **Resolved:** That Councillor H Symons is chairman for the ensuing year.		

41/26 ELECTION OF VICE-CHAIRMAN	**Action**	**Actioned By**
It was: Proposed by Councillor S Vickers and seconded by Councillor J Hutsby and **Resolved:** That Councillor M Tennant-King is Vice-chairman for the ensuing year. As Councillor H Symons wasn't in attendance at the meeting, Councillor M Tennant-King took chair.		

42/26 WELCOME AND APOLOGIES FOR ABSENCE	**Action**	**Actioned By**
Apologies were received from Councillor K Law, Councillor R Taylor and Councillor H Symons.		

43/26 PUBLIC PARTICIPATION	Action	Actioned By
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.		

44/26 MEMBERS DECLARATIONS OF INTEREST	Action	Actioned By
None we declared.		

45/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960	Action	Actioned By
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 part of the meeting by reason of the confidential nature of the business being transacted.		

26 MINUTES OF THE EVENTS COMMITTEE HELD ON WEDNESDAY 8th April 2026	Action	Actioned By
It was **RESOLVED:** That the Minutes of the Events Committee meeting held on Wednesday 8th April 2026 at 6.30pm	To be placed on the Town Council website	LM

(MIN 647/26 to 660/26) be received as a true record and the contents contained therein be approved.		

47/26 CAR SHOW	Action	Actioned By
Councillor Symons wasn't in attendance however an update had been provided via email to the office staff. Councillor Symons will be going to Scotland and will be handing out information to those who have already been in contact who are interested in attending the event. Councillor Longley, Councillor Tennant-King, Councillor McIntosh and Councillor Haslam all informed members that they would share any relevant contacts they have in relation to this event with the office staff.		

48/26 COLOUR RUN – GALA	Action	Actioned By
Attached to the agenda were relevant documents for members to review and approve. A discussion took place and **It was:** Agreed that the documents were approved with some minor amendments and that safety glasses would be purchased and provided by the Town Council. Members also discussed where the funds raised from this activity would go, it was agreed that all funds raised from the entry fee would be donated to the Mayors chosen charity, Featherstone Rovers Foundation.	To amend the documents accordingly and purchase glasses for the event.	VS/LM

49/26 TABLE TOP SALE	Action	Actioned By
Councillor McIntosh informed members that she would like to carry this event on as a Town Councillor. A discussion took place and **It was:** Agreed that this item be placed onto a future agenda to discuss in further detail.	To place onto the next agenda.	LM

50/26 SEASIDE IN PARK	Action	Actioned By
No update was necessary at this time.	To place onto the next agenda if any update is necessary.	LM

51/26 SANTA DAY/RELAXED SANTA DAY	Action	Actioned By
Members were asked to agree the ticket price for 2026 Santa Day and Relaxed Santa Day events, members were informed that last year's price was £2.50 per ticket. **It was:** Agreed that the ticket price would stay the same at £2.50.	To advertise these events accordingly.	LM

52/26 GALA DAY	Action	Actioned By

Members were provided with a verbal update from the Town Council Administrator regarding food, stalls, performances and attractions attending the event. Members asked that the job list be emailed to all Councillors.	To email the job list to all Councillors.	LM

53/26 ANY OTHER QUOTES RECEIVED TO BE DISCUSSED AND AGREED	Action	Actioned By
ɔne received		

54/26 ANY OTHER MATTERS TO BE DISCUSSED NO DECISIONS CAN BE MADE	Action	Actioned By
ɔne		

55/26 ITEMS FOR FUTURE AGENDA'S TO BE ADVISED TO THE CLERK/ADMINISTRATOR.	Action	Actioned By
ɔne		

CLOSURE	Action	Actioned By
The meeting was closed at 18.58PM		

MINUTES OF A MEETING OF THE GRANTS SUB COMMITTEE OF FEATHERSTONE TOWN COUNCIL HELD IN THE COMMUNITY CENTRE, VICTORIA STREET, FEATHERSTONE ON THURSDAY 11TH JUNE 2026 FOLLOWING THE ENVIRONMENTAL COMMITTEEE.

Present: Councillor S Vickers, Councillor J Hutsby, Councillor P Blebin, Councillor M Tennant-King and Councillor M Isherwood.

In Attendance: Mrs V Symons (Town Clerk), Miss L Murphy (Town Council Administrator).

106/26 ELECTION OF CHAIRMAN	**Action**	**Actioned By**
It was: Proposed by Councillor S Vickers and seconded by Councillor M Isherwood and **Resolved:** That Councillor M Tennant-King is chairman for the ensuing year.		

107/26 WELCOME AND APOLOGIES FOR ABSENCE	**Action**	**Actioned By**
Apologies were received from Councillor Tennant, Councillor Taylor, Councillor Longley, Councillor Symons, Councillor Haslam and Councillor McIntosh.		

108/26 ELECTION OF VICE-CHAIRMAN	**Action**	**Actioned By**
It was: Proposed by Councillor M Isherwood and seconded by Councillor P Belbin and **Resolved:** That Councillor J Hutsby is Vice-Chairman for the ensuing year.		

109/26 MEMBERS DECLARATIONS OF INTEREST	Action	Actioned By
None were declared.		

110/26 PUBLIC PARTICIPATION	Action	Actioned By
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.		

111/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960	Action	Actioned By
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 part of the meeting by reason of the confidential nature of the business being transacted.		

112/26 MINUTES OF THE GRANTS COMMITTEE HELD ON THE 11th FEBRUARY 2026	Action	Actioned By
It was **RESOLVED:** That the Minutes of the Grant Sub-Committee meeting held on Wednesday 11th February	To be placed on the Town Council website	LM

2026, Minute numbers 508/26 to 516/26 be received as a true record and the contents contained therein be approved.		

113/26 BUDGETS	Action	Actioned By
Members were to note that the budget allocation for grants for 2026/27 is £2,000 of which £0 has been awarded.		

114/26 TO CONSIDER GRANT APPLICATION FROM ALL SAINTS CHURCH		Actioned By
application has been received from All Saints Church for £250.00 to assist with improving the lighting in communal areas. **RESOLVED:** That the grant for £250.00 is awarded to All Saints Church.	Inform the group of the decision made.	LM

115/26 TO CONSIDER GRANT APPLICATION FROM FEATHERSTONE SENIOR CITIZENS CLUB		Actioned By
An application has been received from Featherstone Senior Citizen's Club for £250 to assist with the cost of lunches for the group. **RESOLVED:** That the grant for £250.00 is awarded to Featherstone Senior Citizens Club.	Inform the group of the decision made.	LM

116/26 TO CONSIDER GRANT APPLICATION FROM FEATHERSTONE TOWN CRICKET CLUB JUNIORS		Actioned By
An application has been received from Featherstone Town Cricket Club Juniors for £250 to assist with the cost of purchasing and maintaining equipment for the juniors. **RESOLVED:** That the grant for £250.00 is awarded to Featherstone Town Cricket Club Juniors.	Inform the group of the decision made.	LM

117/26 TO CONSIDER GRANT APPLICATION FROM FEATHERSTONE ROVERS ALL STAR DANCE ACADEMY		Actioned By
An application has been received from Featherstone Rovers All Star Dance Academy for £250 to assist with the cost of sending the group to Miami to compete in the Dance Miami 26 International performance project. **RESOLVED:** That the grant for £250.00 is awarded to Featherstone Rovers All Star Dance Academy, however members had concerns over the amount needed to be raised so it was agreed to delay the funding until the target is nearly met.	Inform the group of the decision made.	LM

118/26 TO CONSIDER ANY GRANT APPLICATIONS RECEIVED PRIOR TO THE MEETING TAKING PLACE	Action	Actioned By

An application has been received from the Prince of Wales Hospice for £250.00 to assist with the replacement of an accessible bath on the In-Care ward. **It was:** Agreed An application has been received from the Featherstone Male Voice Choir for £250.00 to assist with purchasing new uniforms for the choir members. **It was**: Agreed An application has been received from REMAP 2010 for £250.00. The application was assessed and discussed. Due to insufficient information and documentation the application didn't meet the criteria. **It was:** Rejected.	To inform all applicants of the decisions made.	LM

119/26 TO RECEIVE ANY FEEDBACK FROM PREVIOUS GRANT APPLICATIONS	Action	Actioned By
The Featherstone Male Voice Choir thanked the Town Council for providing previous grant funding in the programme for the Patrons Concert.		

CLOSURE	Action	Actioned By
The meeting was closed at 12.20PM		

REPORT TO TOWN COUNCIL – Agenda item 10

Appointment of a Diversity Champion

Report Author:

Town Clerk

Date:

1st September 2026

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1. Purpose of Report

To consider the appointment of a Diversity Champion to support the Council's commitment to equality, diversity and inclusion, and to promote fair access to Council services, facilities, employment opportunities, and community engagement activities.

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2. Background

Town Councils serve diverse communities and have a responsibility to ensure that all residents are treated fairly and have equal opportunities to participate in local democracy and community life.

The Equality Act 2010 places duties on public bodies to eliminate discrimination, advance equality of opportunity and foster good relations between people who share protected characteristics and those who do not.

Whilst Town Councils are generally exempt from some aspects of the Public Sector Equality Duty, adopting good equality and inclusion practices demonstrates effective community leadership and supports the Council's strategic aims.

The appointment of a Diversity Champion would provide a visible commitment to inclusion and help ensure that the Council continually reviews its policies, practices and engagement activities to meet the needs of all sections of the community.

---

3. Role of the Diversity Champion

The Diversity Champion should be a Councillor appointed annually by the Council and act as an advocate for equality, diversity and inclusion within the Council and the wider community.

The role would be advisory and promotional rather than executive, with decisions remaining the responsibility of the Council and its committees.

---

4. Roles and Responsibilities

The Diversity Champion will:

Strategic Responsibilities

- Promote equality, diversity and inclusion across all Council activities.
- Support the Council in developing and maintaining inclusive policies and practices.
- Encourage consideration of equality impacts when Council policies, projects and services are being developed.
- Champion initiatives that improve accessibility and participation for all residents.

Community Engagement Responsibilities

- Encourage engagement with underrepresented groups within the community.
- Act as a point of contact for community organisations representing diverse groups.

- Promote opportunities for residents from all backgrounds to participate in Council consultations, events and activities.
- Support community cohesion and positive relationships between different groups within the town.

Awareness and Advocacy Responsibilities

- Raise awareness among Councillors and staff of equality, diversity and inclusion issues.
- Encourage attendance at relevant training and development opportunities.
- Promote national awareness campaigns and local initiatives that celebrate diversity and community inclusion.
- Act as an advocate for accessible and inclusive Council services.

Monitoring and Review Responsibilities

- Review existing policies and procedures from an equality and inclusion perspective.
- Identify opportunities for improvement in accessibility, communication and engagement.
- Report to Council periodically on activities undertaken and any recommendations.
- Monitor emerging issues that may affect protected groups within the community.

Accessibility Responsibilities

- Encourage consideration of physical, digital and communication accessibility within Council services.
- Promote the provision of accessible information and inclusive engagement methods.
- Support efforts to ensure Council meetings, events and facilities are welcoming and accessible to all residents.

---

5. Limitations of the Role

The Diversity Champion shall not:

- Investigate individual complaints on behalf of the Council.
- Make decisions on behalf of the Council.
- Commit Council resources or expenditure without appropriate approval.
- Replace the statutory responsibilities of the Council, Town Clerk or Corporate Bodies.

The role is intended to support and advise rather than exercise executive authority.

---

6. Benefits of Appointing a Diversity Champion

Appointing a Diversity Champion may:

- Demonstrate the Council's commitment to equality and inclusion.
- Improve community engagement and participation.
- Help identify barriers to accessing Council services and activities.
- Strengthen relationships with community groups and stakeholders.
- Promote a welcoming and inclusive image of the Town Council.
- Support good governance and best practice.

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7. Financial Implications

There are no direct financial implications arising from the appointment.
Any future projects, training opportunities or initiatives recommended by the Diversity Champion would be subject to separate Council approval and budget consideration.

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8. Legal Implications

The Council must comply with relevant equality legislation, including the Equality Act 2010. The appointment of a Diversity Champion does not create additional statutory duties but can assist the Council in demonstrating its commitment to equality and inclusion.

9. Risk Assessment

Risk	Mitigation
Unclear expectations of the role	Adopt clear terms of reference
Duplication of existing responsibilities	Define advisory nature of role
Lack of engagement with community groups	Establish regular communication channels

10. Recommendation

It is recommended that the Council:

1. Approves the creation of the role of Diversity Champion.
2. Appoints a Councillor to serve as Diversity Champion until the next Annual Meeting of the Council.
3. Agrees the attached roles and responsibilities as the Terms of Reference for the position (appendix A).
4. Requests that the Diversity Champion provide an annual report to Council on activities undertaken and opportunities identified.

APPENDIX A

TERMS OF REFERENCE - DIVERSITY CHAMPION

1. PURPOSE

The Diversity Champion will promote equality, diversity, inclusion and accessibility throughout the Council's work and within the wider community.

The role exists to encourage consideration of the needs of all residents and to support the Council in fostering an inclusive and welcoming community.

The role is advisory and promotional in nature and does not carry delegated authority.

---

2. Status of the Role

The Diversity Champion shall:

- Be appointed by Full Council.
- Be a non-executive Member Champion.
- Not be a committee or sub-committee of the Council.
- Not possess delegated powers.
- Not make decisions on behalf of the Council.
- Operate in accordance with the Council's Standing Orders, Financial Regulations, Code of Conduct and adopted policies.

---

3. Objectives

The Diversity Champion shall seek to:

- Promote awareness of equality, diversity, inclusion and accessibility matters.
- Encourage a culture of respect, dignity and inclusion.
- Support community cohesion and positive relationships within the town.
- Encourage participation in civic and community life by all residents.
- Promote accessibility and inclusion in Council activities, services, facilities and communications.
- Support the Council in identifying opportunities to improve equality, diversity and accessibility.

---

4. Appointment and Term of Office

4.1 Appointment

The Diversity Champion shall be:

- A serving Town Councillor.
- Appointed annually by Full Council.
- Eligible for reappointment.

4.2 Term

The appointment shall continue until:

- The next Annual Meeting of the Council;

- The Member resigns from the role;
- The Member ceases to be a Councillor; or
- The Council resolves to appoint another Member.

---

5. Responsibilities

5.1 Council Responsibilities

The Diversity Champion shall:

- Encourage consideration of equality, diversity, inclusion and accessibility within Council activities.
- Promote awareness of the Council's obligations under equality legislation.
- Encourage consideration of accessibility and inclusivity when reviewing Council services and facilities.
- Assist the Council in identifying opportunities for improving equality, diversity, inclusion and accessibility.
- Promote inclusive communication and engagement methods.
-

5.2 Community Engagement Responsibilities

The Diversity Champion shall:

- Encourage engagement with community groups and organisations representing diverse communities.
- Seek opportunities to hear from groups that may face barriers to participation.
- Encourage residents from all backgrounds to engage with Council consultations and events.
- Promote understanding and positive community relations.
- Act as an advocate for inclusion within the community.
-

5.3 Accessibility Responsibilities

The Diversity Champion shall:

- Encourage the Council to consider the accessibility of its meetings, events, services and facilities.
- Promote consideration of physical, sensory, communication and digital accessibility.
- Encourage the use of accessible information where appropriate.
- Support initiatives that increase community participation.
-

5.4 Awareness and Development

The Diversity Champion shall:

- Remain informed about good practice in equality, diversity, inclusion and accessibility.
- Promote appropriate training opportunities for Members and staff.
- Support relevant awareness campaigns and initiatives.
- Share information and learning opportunities with the Council where appropriate.

---

6. Reporting

The Diversity Champion shall:

- Report through Full Council.
- Provide updates as appropriate.
- Present a brief annual update outlining:
    - Activities undertaken;
    - Community engagement undertaken;
    - Opportunities for improvement identified; and
    - Recommendations for future consideration.

---

7. Authority

The Diversity Champion may:

- Raise matters for consideration by Council.
- Make recommendations to Council or committees.
- Attend relevant meetings, events and forums in support of the role.
-

The Diversity Champion may not:

- Make decisions on behalf of the Council.
- Exercise delegated authority.
- Commit Council funds or resources.
- Instruct Council employees.
- Speak on behalf of the Council unless authorised to do so by Council.

---

8. Exclusions and Limitations

The Diversity Champion shall not:

- Investigate complaints.
- Determine grievances.
- Participate in disciplinary matters.
- Become involved in staffing matters.
- Investigate Code of Conduct complaints.
- Act on behalf of complainants.
- Provide legal advice.
- Undertake any regulatory or quasi-judicial role.

The Diversity Champion shall not become involved in any matter where the Council has established a formal procedure for investigation, review or determination.

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9. Working Relationships

The Diversity Champion shall work constructively with:

- The Mayor and Deputy Mayor;
- Councillors;
- The Town Clerk and Council Officers;
- Community and voluntary organisations;
- Local partner organisations where appropriate.
-

The role shall be carried out in a non-partisan, respectful and inclusive manner.

---

10. Standards of Conduct

The Diversity Champion shall:

- Uphold the Nolan Principles of Public Life.
- Act with integrity and impartiality.
- Treat all people fairly, respectfully and with dignity.
- Respect confidentiality where appropriate.
- Promote respectful and constructive dialogue.

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11. Review of Terms of Reference

These Terms of Reference shall be reviewed by the Council every three years, or sooner if legislative, governance or operational changes require review.

REPORT TO TOWN COUNCIL – Agenda item 11

DISPLAYING THE UNION FLAG IN THE GRAHAM ISHERWOOD CHAMBER

Report Author:

Town Clerk

Date:

1st September 2026

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1. PURPOSE OF REPORT

To seek Council's consideration of a proposal to display the Union Flag within the Graham Isherwood Chamber and, if approved, to determine the preferred location and method of display.

---

2. EXECUTIVE SUMMARY

A proposal has been received requesting that the Union Flag be displayed within the Graham Isherwood Chamber.

The Union Flag is the national flag of the United Kingdom and is commonly displayed within civic buildings, council chambers and public authority premises. The introduction of a permanent display within the Chamber would provide a visible symbol of national identity and civic representation and may enhance the ceremonial and formal appearance of the Council's principal meeting space.

Council is requested to consider the proposal and determine whether it wishes to proceed with the display of the Union Flag within the Chamber.

---

3. RECOMMENDATION(S)

Council is recommended to:

1. Consider the proposal to display the Union Flag within the Graham Isherwood Chamber.
2. Determine the preferred location and method of display.
3. Delegate authority to the Town Clerk to procure and arrange installation of the flag, should the proposal be approved.
4. Approve the associated expenditure from the appropriate budget heading.

---

4. BACKGROUND

The Graham Isherwood Chamber is the principal meeting room of Featherstone Town Council and is used for meetings of Full Council, committees, working groups and civic functions.

The Council currently displays its civic identity with the Mayor's Board and the seal of Featherstone Town Council. Members have requested consideration of whether the Union Flag should also be displayed within the Chamber.

Many local authorities and public bodies display the Union Flag within meeting chambers and public spaces as a symbol of the United Kingdom and its constitutional institutions.

The display of the flag would be permanent unless Council determines otherwise.

---

5. PROPOSAL

Should Council wish to proceed, the Union Flag could be displayed by one of the following methods:

- Freestanding ceremonial flag and pole.
- Wall-mounted flag.
- Flag and pole positioned adjacent to the Mayor's Chair.
- Flag displayed alongside civic insignia within the Chamber.

The specific location would be determined having regard to:

- Visibility during meetings and civic events.
- Available space within the Chamber.
- Health and safety considerations.
- Preservation of access and emergency escape routes.
- The overall appearance of the Chamber.

---

6. FINANCIAL IMPLICATIONS

The financial implications are expected to be minimal and may include:

- Purchase of a suitable Union Flag.
- Purchase of a ceremonial pole, stand or wall-mounted fittings.
- Installation costs, where applicable.

Any expenditure would be met from existing approved budgets, subject to Council approval and the Council's Financial Regulations.

---

7. LEGAL IMPLICATIONS

There is no legal requirement for the Council to display a Union Flag within the Chamber, nor is there any restriction preventing it from doing so.

As the proposal relates to the management and presentation of Council premises, the matter falls within the Council's general powers to manage its facilities and assets.

---

8. GOVERNANCE IMPLICATIONS

The proposal does not require any amendment to the Council's Constitution, Standing Orders or other governance documents.

Any decision of Council should be formally recorded within the minutes of the meeting.

---

9. EQUALITY AND DIVERSITY IMPLICATIONS

No adverse equality impacts have been identified in relation to this proposal.

---

10. ENVIRONMENTAL AND SUSTAINABILITY IMPLICATIONS

There are no significant environmental implications arising from this proposal.

---

11. RISK MANAGEMENT CONSIDERATIONS

Risk	Likelihood	Impact	Mitigation
Damage or deterioration of the flag	Low	Low	Periodic inspection and replacement when required
Obstruction of chamber layout	Low	Low	Select an appropriate location before installation
Installation issues	Low	Low	Use suitable equipment and installation methods

---

12. CONCLUSION

The display of the Union Flag within the Graham Isherwood Chamber would provide a permanent civic and national symbol within the Council's principal meeting venue. The financial implications are expected to be minimal, and no significant legal, governance or equality issues have been identified.

Council is therefore invited to consider whether it wishes to approve the proposal and, if so, determine the preferred method and location of display.

RECOMMENDATION: that Featherstone Town Council approves the display of the Union Flag within the Graham Isherwood Chamber and authorises the Town Clerk to procure and arrange installation of the flag at an appropriate location within the Chamber, within the approved budget and in accordance with the Council's Financial Regulations.

nalc
National Association of Local Councils

t: 020 7637 1865
e: nalc@nalc.gov.uk
w: www.nalc.gov.uk

24 August 2026

2026-27 NATIONAL SALARY AWARD

The National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2026-27 to be implemented from 1 April 2026. Employers are encouraged to implement this pay award as swiftly as possible.

Backpay for employees who have left employment since 1 April 2026. If requested by an ex-employee to do so, we recommend that employers should pay any monies due to that employee from 1 **April 2026 to the employee's last day of employment.**

The attached Annex lists the new pay scales for clerks and other employees employed under the terms of the model contract including SCPs 50 and above. These should be retrospectively applied from 1 April 2026.

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ANNEX 1

	1 April 2025	1 April 2026			Scale Ranges
SCP	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
1	*Deleted w e f 1st April 2023*				Below LC Scale (for staff other than clerks)
2	£24,413	£12.65	Deleted w e f 1st April 2026		
3	£24,796	£12.85	£25,614	£13.28	
4	£25,185	£13.05	£26,016	£13.48	
5	£25,583	£13.26	£26,427	£13.70	
5	£25,583	£13.26	£26,427	£13.70	LC1 (5-6) (below substantive range)
6	£25,989	£13.47	£26,847	£13.92	
7	£26,403	£13.69	£27,274	£14.14	LC1 (7-12) (substantive benchmark range)
8	£26,824	£13.90	£27,709	£14.36	
9	£27,254	£14.13	£28,153	£14.59	
10	£27,694	£14.35	£28,608	£14.83	
11	£28,142	£14.59	£29,071	£15.07	
12	£28,598	£14.82	£29,542	£15.31	

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National Association of Local Councils

t: 020 7637 1865
e: nalc@nalc.gov.uk
w: www.nalc.gov.uk

	1 April 2025	1 April 2026			Scale Ranges
SCP	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
13	£29,064	£15.06	£30,023	£15.56	LC1 (13-17) (above substantive range)
14	£29,540	£15.31	£30,515	£15.82	
15	£30,024	£15.56	£31,015	£16.08	
16	£30,518	£15.82	£31,525	£16.34	
17	£31,022	£16.08	£32,046	£16.61	
18	£31,537	£16.35	£32,578	£16.89	LC2 (18-23) (below substantive range)
19	£32,061	£16.62	£33,119	£17.17	
20	£32,597	£16.90	£33,673	£17.45	
21	£33,143	£17.18	£34,237	£17.75	
22	£33,699	£17.47	£34,811	£18.04	
23	£34,434	£17.85	£35,570	£18.44	
24	£35,412	£18.35	£36,581	£18.96	LC2 (24-28) (substantive benchmark range)
25	£36,363	£18.85	£37,563	£19.47	
26	£37,280	£19.32	£38,510	£19.96	
27	£38,220	£19.81	£39,481	£20.46	
28	£39,152	£20.29	£40,444	£20.96	
29	£39,862	£20.66	£41,177	£21.34	LC2 (29-32) (above substantive benchmark range)
30	£40,777	£21.14	£42,123	£21.83	
31	£41,771	£21.65	£43,149	£22.37	
32	£42,839	£22.20	£44,253	£22.94	
33	£44,075	£22.85	£45,529	£23.60	LC3 (33-36) (below substantive range)
34	£45,091	£23.37	£46,579	£24.14	
35	£46,142	£23.92	£47,665	£24.71	
36	£47,181	£24.46	£48,738	£25.26	
37	£48,226	£25.00	£49,817	£25.82	LC3 (37-41) (substantive benchmark range)
38	£49,282	£25.54	£50,908	£26.39	
39	£50,269	£26.06	£51,928	£26.92	
40	£51,356	£26.62	£53,051	£27.50	
41	£52,413	£27.17	£54,143	£28.06	
42	£53,460	£27.71	£55,224	£28.62	LC3 (42-45) (above substantive benchmark range)
43	£54,495	£28.25	£56,293	£29.18	
44	£55,801	£28.92	£57,642	£29.88	

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t: 020 7637 1865
e: nalc@nalc.gov.uk
w: www.nalc.gov.uk

	1 April 2025	1 April 2026			Scale Ranges
SCP	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
45	£57,139	£29.62	£59,025	£30.59	
46	£58,523	£30.33	£60,454	£31.33	LC4 (46-49) (below substantive range)
47	£59,922	£31.06	£61,899	£32.08	
48	£61,198	£31.72	£63,218	£32.77	
49	£62,852	£32.58	£64,926	£33.65	
50	£64,373	£33.37	£66,497	£34.47	LC4 (50-54) (substantive benchmark range)
51	£65,925	£34.17	£68,101	£35.30	
52	£68,053	£35.27	£70,299	£36.44	
53	£70,176	£36.37	£72,492	£37.57	
54	£72,307	£37.48	£74,693	£38.72	
55	£74,454	£38.59	£76,911	£39.86	LC4 (55-62) (above substantive benchmark range)
56	£76,572	£39.69	£79,099	£41.00	
57	£78,718	£40.80	£81,316	£42.15	
58	£80,821	£41.89	£83,488	£43.27	
59	£82,815	£42.93	£85,548	£44.34	
60	£84,852	£43.98	£87,652	£45.43	
61	£86,939	£45.06	£89,808	£46.55	
62	£89,081	£46.17	£92,021	£47.70	

* Hourly Rates

As per the NJC agreement, hourly rates are calculated by dividing annual salary by 52.143 weeks and then by 37 hours. Please note that these hourly rates do not now differ from those published by NJC for Principal Authorities as the calculation bases are in agreement.

Please also note that NJC resolved to delete SCP 1 w.e.f. 1st April 2023

Please also note that NJC have resolved to delete SCP 2 w.e.f. 1st April 2026