

Minutes of the Town Council Meeting held on Monday 14th October 2013 at 7.00pm based at Social Centre, Westfield Lane

Present:	Cllrs	R Brown	Mayor
		R Askew	
		B Capstick	
		P Jordan	
		J Thomas	
		S Tulley	
		J Tunstall	
In attendance		Mrs C L Baxter	Town Clerk
		Mrs J A Patton	Deputy Town Clerk
		Debbie Joyner	Neighbourhood Area Co-ordinator
		PC Auty	West Yorkshire Police
		Lee Carlson	West Yorkshire Police

- To receive apologies for absence**
Cllr R Hayhurst – Holiday
Cllr E Tunstall – Prior Engagement
Cllr M Gray – Family Illness
Cllr T Walker – Work Commitments
- To receive Declarations of Interest (Disclosable Pecuniary)**
None
- To approve Minutes of the Town Council meeting of 2nd September 2013 as a true and accurate record**
Resolved. The Minutes of the Town Council meeting of 2nd September 2013 were accepted as a true and accurate record and duly signed by the Mayor.
- To approve Minutes of Finance and Management, Land and Property Committee meeting of 23rd September 2013**
Resolved. The Minutes were approved as a true and accurate record.
- To approve Minutes of Recreation Committee Meeting of 23rd September 2013**
Resolved. The Minutes were approved as a true and accurate record.
- To approve Minutes of Environment and Planning Committee Meeting of 23rd September 2013**
Resolved. Cllr R Askew tendered his apologies for Planning Committee Meeting of 23rd September 2013. The Minutes were approved as a true and accurate record with the amendment to the apologies.
- To approve Staffing Committee Meeting of 23rd September 2013**
Resolved. The Minutes were approved as a true and accurate record.



8. **To approve Receipts and Payments report up to 30th September 2013**
Resolved. Receipts and Payments report was approved as circulated to all members of the Town Council.
9. **To approve Accounts for payment up to 14th October 2013**
Resolved. The accounts for payment were approved and cheques signed by Cllrs Brown and Jordan for the sum of £68,833.88 (General Account) and £11,682.80 (Wages Account).
10. **To approve Imprest report up to 30th September 2013**
Resolved. The Imprest report was approved as circulated to all members of the Town Council.
11. **To submit items of Correspondence (FIO)**
 Cllr Olivia Rowley – Thank you letter
 Mrs Audrey Emerson – Thank you letter
 Cllr P Box – Extension of lease arrangements acknowledgment
 MHA – Response to SETC letter
 YLCA – E-Information Bulletin week ending 27 September 2013
 WMDC – Minsthorpe Swimming Pool
 Citizens Advice Bureau – Annual General Meeting
 Sutcliffe Play – Replacement equipment quotation
12. **To consider booking touring plays from the Library Theatre**
Resolved. The Town Clerk to book the touring theatre for the New Year. Councillors Brown and Thomas will co-ordinate advertising and generate interest.
13. **To agree temporary key holder for Westfield Centre (bookings and functions)**
Resolved. The key holders for the Westfield Centre will be the employees of South Elmsall Town Council in accordance with good housekeeping polices laid out by current insurance provision.
14. **To approve two shelters for the Frickley Football Pitches**
Resolved. Council approved two plastic wind shelters to be purchased from IH Equipment at the discounted cost of £1500.00. The pitches will be erected from spring 2014.
15. **To report completion of External Audit 2013**
Resolved. The external audit was completed in October 2013. The Town Clerk had displayed the public notice in accordance with accounts and audit regulations in the Westfield Centre and the Audited Return is displayed on the Town Council website.



16. **To report correspondence received from Land Trust – Frickley Allotment plots**

Resolved. Council agreed that the legal costs incurred by Land Trust in relation to the signing of the lease for Frickley Allotment site would be met by the Land Trust and not South Elmsall Town Council.

17. **Westfield Centre**

a) **SECF Ltd**

Resolved. The minutes have been circulated to all members of the Town Council

b) **Adult Education**

Resolved. A meeting with Adult Education is set to take place on Friday 18th October 2013 to discuss the introduction of business taster courses and heavy crafts for Westfield Centre

c) **Child Day Care**

Resolved. A meeting with WMDC Child Care personnel is to take place on Tuesday 5th November 2013 at the Westfield Centre with SECF Ltd.

d) **Biomass Boiler**

Resolved. Alterations to the boiler flu have been agreed. Fitting will take place over the next few weeks.

e) **Roof Repairs**

Resolved. Roof repairs are on-going. No leaks have been reported.

f) **Tenants at Westfield Centre**

Resolved. Yorkshire Chic Designs leave the Westfield Centre on 31st October 2013. The only tenant at this time is Lanes Café.

g) **Electric fan heaters in Hall**

Resolved. The thermostat has been adjusted and the fans are now fully operational.

h) **Iron Fencing for Westfield Centre Car Park**

Resolved. SECF Ltd has purchased some wrought Iron Fencing from IH Equipment at a discounted cost of £2160.00. The fence will be fitted by the end of October 2013.

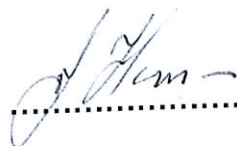
i) **Green Corridor Funding for front of Westfield Centre**

Resolved. Mr I Deighton is pursuing Green Corridor Funding for the external appearance of the Westfield Centre.

j) **Westfield Centre Open Day**

Resolved. The open day was a success, special thanks were given to South Elmsall Town Council employees, Lanes Café and Blooms and Balloons for all their help.

Mayor



Date

25/11/2013