

**Minutes of the Town Council Meeting held on Monday 13th May 2013 at
7.00pm based at Social Centre, Westfield Lane**

Present:	Cllrs	J Thomas	Mayor
		R Askew	
		R Brown	
		B Capstick	
		M Gray	
		R Hayhurst	
		D Mulhern	
		S Tulley	
In attendance		Mrs C L Baxter	Town Clerk
		Mrs J A Patton	Deputy Town Clerk

- To receive apologies for absence**
Cllr P Jordan – Holiday
Cllr J Pickin – Prior Engagement
Cllr E Tunstall – Holiday
Cllr J Tunstall – Holiday
Cllr T Walker – Work commitments
- To receive Declarations of Interest (Personal or Prejudicial)**
Cllr J Thomas – Item 19, Bowling Club fees
Cllr R Askew – Planning application for residential development – Field Lane
- To introduce and welcome new Councillor to South Elmsall Town Council following casual vacancy**
The Mayor welcomed Cllr R Askew to the Council and congratulated him on his election success.
- Councillor to sign acceptance of office form in accordance with Code of Conduct, Localism Act 2011**
Resolved. Cllr R Askew signed and completed his acceptance of office and declaration of interest form in the presence of the Proper Officer.
- To approve Minutes of Town Council meeting of 25th March 2013 as a true and accurate record**
Resolved. The Minutes of the Town Council Meeting of 25th March 2013 be accepted as a true and accurate record duly signed by the Mayor.
- To approve Minutes of Finance and Management, Land and Property Committee Meeting of 22nd April 2013**
Resolved. That the Minutes be approved as a true and accurate record.

7. **To approve Minutes of Recreation Committee Meeting of 22nd April 2013**
Resolved. That the Minutes be approved as a true and accurate record.
8. **To approve Minutes of Environment and Planning Committee Meeting of 22nd April 2013**
Resolved. That the Minutes be approved as a true and accurate record.
9. **To approve Minutes of Staffing Committee Meeting of 22nd April 2013**
Resolved. That the Minutes be approved as a true and accurate record.
10. **To approve Receipts and Payments report up to 30th April 2013**
Resolved. Receipts and Payments report was approved as circulated to all members of the Town Council.
11. **To approve Accounts for payment up to 13th May 2013**
Resolved. The accounts for payment were approved and cheques signed by Cllrs Hayhurst and Gray in the sum of £90,260.02 (General Account) and £8883.88(Wages Account) were approved.
12. **To approve Imprest report up to 30th April 2013**
Resolved. Imprest account was approved as circulated to all members.
13. **To submit items of Correspondence (FIO)**
South Elmsall Town Centre Partnership – Request for support for 20 mph
YLCA – E-Information Bulletin – 10 May 2013
Charity Commission – Registered number for SECF Ltd
Npower – Electricity dispute – Westfield Centre
Mrs Gant – MUGA – Social Centre
YLCA – Planning training course
NALC Conference – Sheffield event
WMDC – Hanging Basket licence
Mayors Charity Coffee Morning raised £434.10 to be split between Air Ambulance and Children’s Cancer
14. **Gleeson Homes – Updates in relation to Land Registry title deeds – Off Broad Lane**
Resolved The Town Clerk circulated a report from the meeting held with Mr Steve Gamble of Gleeson Homes.
Council agreed to ask Gleeson Homes for a charitable donation of £5k to be donated to the “Beth’s Angels” fund, care of South Elmsall Community Facilities Ltd in exchange for the transfer of land off Broad Lane. In addition Gleeson will also be asked to fund the Councils legal fees.
15. **Audited Accounts 2012-2013 – Internal Audit Visit**
Resolved The Annual Audited Accounts were passed by the Internal Auditor and duly signed accordingly.

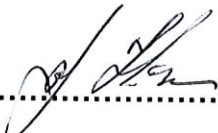
16. **Westfield Centre**
- a. **SECF Ltd updates**
Resolved. The next meeting of the Directors will take place on Wednesday 15th May 2013, minutes to be circulated in due course. SECF Ltd has been granted charitable status. Registered number 1151800.
- b. **To report updates from Triton Construction and Michael Hyde and Associates**
Resolved. The electrical wiring and data points to the four teaching rooms in the Westfield Centre is of poor quality and needs replacing at a cost of £7,691.25 plus vat. This will be in addition to the planned works and will cause an extension of two weeks to the completion of the Centre, causing a further cost of £8k approximately. The completion date will be 15th July 2013. An asbestos survey to the underpinnings needs to be conducted before the electrical works can be started.
- c. **Adult Education updates**
Resolved. The education programme is complete and will commence in September 2013
- d. **Child Day Care updates**
Resolved. WMDC will contact the Town Clerk in September 2013 and organise a site visit of the Centre
- e. **Biomass Boiler updates**
Resolved. CRT has submitted the boiler application to planning department at Wakefield seeking their approval.
- f. **Roof Repairs updates**
Resolved. Roof repairs will continue when Triton Construction have completed and left the premise.
- g. **Solid Fuel Boiler**
Resolved. The boiler will be back in working order when Triton Construction replace missing pipework.
17. **Audited Accounts for 2012-2013 – Town Clerk to report additional duties required for year end**
Resolved. The Accounts have been publicly advertised. The Town Clerk will compile supporting documentation to send with intermediate account paperwork for External Auditors – Littlejohn LLP
18. **Food Bank – Cllr P Jordan to report and update from St Josephs Catholic Church**
The Town Clerk reported in Cllr Jordan's absence. The Town Clerk asked Council to consider running a food bank at the Westfield Centre independent of Trussells Trust. Item deferred to Recreation Committee for further discussion.
19. **Recreation Facilities – Members to discuss and agree**
- a) **Discounts for full time students**
Resolved. Students who can provide a student card will be granted free entry and play of the bowling green

b) To confirm OAP age rates

Resolved. From 1st April 2014 the pension age for women will be reduced to 63 years in accordance with legislation. The pension age for 2013 will remain at 65 years for both men and women.

20. Westfield Lane Allotments – To consider notice to quit the site following the meeting with Diocese and WMDC

Resolved. This item will not be progressed until the Council receive official notice to quit from the Diocese.

Mayor  Date 1/07/2013