

**Minutes of the Town Council Meeting held on Monday 22nd January 2018 at
7.00pm based at Social Centre, Westfield Lane**

Present: Cllrs
P Jordan Mayor
R Askew
B Capstick
J Pickin
J Thomas
J Tunstall
S Tulley

In attendance Mrs C L Baxter Town Clerk

1. To receive apologies for absence

Cllr J Treacy – Illness

2. To Receive Declarations of Interest – (Disclosable Pecuniary) and requests for dispensation

None

3. To approve Minutes of the Monthly Town Council meeting of 4th December 2017 as a true and accurate record

Resolved. The Minutes of the Monthly Town council meeting of 4th December 2017 were accepted as a true and accurate record and duly signed by the Leader.

4. To approve Receipts and Payments report up to 30th November 2017

Resolved. Receipts and Payments report was approved as circulated to all members of the Town Council.

5. To approve Receipts and Payments report up to 31st December 2017

Resolved. Receipts and payments report was approved as circulated to all members of the Town Council.

6. **To approve accounts for payment from 5th December 2017 to 22nd January 2018**
Resolved. That accounts for payment were approved and cheques signed by Cllrs Pickin and Thomas for the amounts of £18,908.14 from general account and £26,531.56 from wages account.
7. **To approve Imprest report up to 31st December 2017**
Resolved. The Imprest report was approved as circulated to all members of the Town Council.
8. **To submit items of Correspondence (FIO)**
 WMDC – Planning applications
9. **Westfield Centre**
- a) **SECF Ltd Updates**
Resolved. Minutes circulated to all members of the Town Council
- b) **The Lanes Café – Updates**
Resolved. Trading continues to improve
- c) **Adult Education – Updates**
Resolved. A number of new partnerships have been created with new learning providers
- d) **Biomass Boiler – Updates**
Resolved. Still waiting to receive heating incentive
- e) **Child Day Care - Updates**
Resolved. A staffing restructure will be in place at the end of February 2018.
10. **To consider precept forecast and approve as per budget document exercise for 2018/19**
Resolved. Precept document approved and set at £357,000.00 for 2018/2019
11. **To circulate internal audit report and approve (second visit)**
Resolved. Internal audit report be approved by members
12. **To report Nursery restructure and meeting with Wakefield Council (Early years team)**
Resolved. Cllr S Tulley gave a comprehensive report on staffing restructure conducted by SECF Ltd.
13. **To approve Financial Risk Assessments as at January 2018**
Resolved. The Financial Risk Assessment be approved as at January 2018

Mayor *Peter Jordan*

Date *March 12th 2018*