

**Minutes Of Annual Town Council Meeting Held On Monday 16<sup>th</sup> May  
2022 7pm, based at Social Centre, South Elmsall**

Present:	Cllrs	P Jordan	Mayor
		A Hewitt	
		R Askew	
		S Tulley	
		J Tunstall	
		B Capstick	
		S Ludewig	
In attendance		Mrs C L Baxter	Town Clerk
		B Caton	Assistant Town Clerk

**1. Election of Mayor**

**RESOLVED.** That Cllr P Jordan be elected Town Mayor for the ensuring year.

**2. To receive Mayors Declaration of Acceptance of Office**

**RESOLVED.** Cllr P Jordan accepted the office of Mayor

**3. To receive apologies for absence**

Cllr K Hyde – Prior engagement  
Cllr R Hayhurst – Holiday  
Cllr R Lukaszawicz – Prior engagement

**4. Election of Deputy Mayor**

**RESOLVED.** That Cllr S Tulley be appointed Deputy Mayor for the ensuring year.

**5. Election of Council Leader**

**RESOLVED.** That Cllr S Tulley be appointed council leader for the ensuring year.

**6. Election for Deputy Council Leader**

**RESOLVED.** That Cllr B Capstick be appointed Deputy Council Leader for the ensuring year.

**7. To approve model code of conduct – May 2022**

**RESOLVED.** That the Model Code of Conduct be approved as circulated.

**8. To approve Standing Orders – May 2022**

RESOLVED. That the Standing Orders be approved as circulated

**9. To approve Financial Regulations – May 2022**

RESOLVED. That the financial regulations be approved as circulated

**10. To approve Fixed Asset Schedule – April 2022**

That the Fixed Asset Schedule be approved as circulated.

**11. Appointment of Committee Chair Persons and Deputy Chair Persons 2022  
Finance Committee**

RESOLVED. That Cllr S Tulley be appointment Chair of Finance,  
Management, Land and Property Committee.

RESOLVED. That Cllr B Capstick be appointed Deputy Chair of Finance,  
Management, Land and Property Committee.

**Recreation Committee**

RESOLVED. That Cllr J Thomas be appointed Chair of Recreation  
Committee.

RESOLVED. That Cllr R Lukaszewicz be appointed Deputy Chair of  
Recreation Committee.

**Planning and Environment Committee**

RESOLVED. That Cllr J Tunstall be appointed Chair of Planning Committee.

RESOLVED. That Cllr S Ludewig be appointed Deputy Chair of Planning  
Committee.

**Staffing Committee**

RESOLVED. That Cllr S Tulley be appointed Chair of Staffing Committee.

RESOLVED. That Cllr B Capstick be appointed Deputy Chair of Staffing  
Committee

**12. Appointment of Committee Members 2022 – 2023**

**Finance, Management, Land and Property Committee**

**RESOLVED.**

The following members be appointed:

Cllrs	S Tulley	Chair
	B Capstick	Deputy Chair
	P Jordan	
	J Thomas	
	S Ludewig	
	R Hayhurst	
	R Lukaszewicz	
	J Tunstall	

**Recreation Committee**

**RESOLVED.**

The following members be appointed:

Cllrs	J Thomas	Chair
	R Lukaszewicz	Deputy Chair
	R Askew	
	B Capstick	
	A Hewitt	
	P Jordan	
	S Ludewig	
	K Hyde	
	S Tulley	
	J Tunstall	
	C Robinson	
	R Hayhurst	

**Planning and Environment Committee**

**RESOLVED.**

The following members be appointed:

Cllrs	J Tunstall	Chair
	S Ludewig	Deputy Chair
	A Hewitt	
	J Thomas	
	B Capstick	
	P Jordan	
	R Hayhurst	
	K Hyde	
	S Tulley	
	C Robinson	
	R Lukaszewicz	
	R Askew	

### **Staffing Committee**

**RESOLVED.** The following members be appointed:

Cllrs	S Tulley	Chair
	B Capstick	Deputy Chair
	P Jordan	
	R Askew	Reserve

Allotment Sub Committee – Cllr Thomas, Lukaszawicz and B Capstick

### **13. Appointment of representatives to outside organisations**

SESKU Joint Burial Committee – Cllrs J Tunstall, Cllr R Hayhurst, Cllr S Tulley

YLCA Wakefield Branch – Cllrs Jordan and Ludewig

NALC – Cllr P Jordan

SE Charities – J Tunstall, R Hayhurst, R Askew and one non-member (M Moxon)

South Elmsall/Frickley Alliance – Cllrs R Askew, B Capstick, S Tulley, A Hewitt and S Ludewig

Wakefield Town and Parish Council Liaison – Cllr P Jordan

### **14. Date and time of meetings 2022-2023 (list attached)**

**RESOLVED.** The list be approved as circulated

### **15. To approve summer recess for August 2022**

**RESOLVED.** The recess be approved for August 2022

### **16. To approve recess plenary powers – August 2022**

**RESOLVED.** The following Councillors will be delegated plenary powers to the value of £10,000.00 during the August recess. The members are Cllrs Tulley, Capstick and Jordan.

## **17. Appointment of Council Advisors 2022-2023**

### **Planning Consultants**

**RESOLVED.** Ian Deighton be approved for the ensuring year.

### **Legal Advisors**

**RESOLVED.** That Levis Solicitors be approved for the ensuring year.

### **Banking**

**RESOLVED.** That RBS be appointed as Banking Authority.

## **18. To approve Auditors 2022-2023**

**RESOLVED** That Yorkshire Internal Audit Services be approved for the ensuring year.

**RESOLVED** That Littlejohn LLP be appointed for the ensuring year.

## **19. Mayors Allowance 2022-2023**

**RESOLVED** That pursuant to section 15(5) of the Local Government Act 1972, an allowance of £500 be awarded to the Town Mayor to defray the expenses of office

## **20. To approve Councillors telephone expenses 2022-2023**

**RESOLVED** The telephone allowances for 2022-2023 will be £144.00, payable in two instalments.

## **21. To approve South Elmsall Town Council Newsletter – Summer 2022 and distribution**

**RESOLVED** The Newsletter to be written by the Town Clerk, printed by D C Print and distributed by members and/or staff accordingly. LGA 1972, s 142.

## **21. To reaffirm General Power of Competence eligibility 2022-2023**

**RESOLVED** The Town Council is till eligible to exercise the GPC in accordance with the Localism Act 2011 sections 1 to 8. The Councillors have all been elected and the Town Clerk holds the relevant qualification and has received training in GPC.

Mayor *Peter Jordan*

Date *26-9-2022.*