**MINUTES OF A MEETING OF NORMANTON TOWN COUNCIL**

**Held on Tuesday 12th December 2017 at 6.30pm at Normanton Town Hall**

Present: Councillor D. Appleyard

 Councillor Mrs E. Blezard

 Councillor G. Croft

 Councillor Miss J. Farrar

 Councillor J. Hepworth

 Councillor S. Hudson – Mayor

 Councillor Mrs H.W. Jones

 Councillor Mrs L. Masterman

 Councillor B. Mayne

 Councillor Mrs P. Mayne

 Councillor Mrs A. Moran

 Councillor Mrs C. Moran, BEM

 Councillor R. Seal

 Councillor Mrs M. Vickers

 Councillor A. Wassell

 Councillor K. Wilson, JP

 Councillor Mrs A. Wood

Public: Tracey Smith

**125. Welcome & Apologies**

The Mayor welcomed everyone to the meeting.

Members apologies for their inability to attend were recorded in the apology book.

**126. Mayors Announcements**

The Mayor reported that he would be attending the following engagements over the coming month:

Mayor

13th December Civic Carol Service at Wakefield

14th December Key Stage 1 Nativity at St. John the Baptist Primary School

14th December Normanton’s Christmas Celebration

18th December Information Event at Hillside Childcare

22nd December All Saints Infant School’s Spanish Nativity Play at All Saints Church

24th December Christingles Service at All Saints Parish Church

Deputy Mayor

14th December Concert for the Community at Normanton Common Primary Academy

15th December Christmas Show at Chestnuts Care Home

16th December Carols in the High Street with Normanton Musical Theatre Society

17th December Carol Service at Hebron Church

21st December Christmas Nativity at Lee Brigg Infant and Nursery School

25th January BPI Auctions’ Opening of their new premises at the Normanton Industrial Estate

The Mayors Chaplin led the Council in prayers.

**127. Members Declarations of Interest**

Members were reminded of the requirement to make an appropriate declaration at the meeting on any item in which they had an interest in accordance with the code of conduct.

The following declarations were made:

Councillor Mrs E. Blezard

Non-pecuniary Interest – Planning

Member of the WMDC Planning Committee

Councillor J. Hepworth

Non-pecuniary Interest - Planning

Member of the WMDC Planning Committee

Councillor A. Wassell

Non-pecuniary Interest - Planning

Member of the WMDC Planning Committee

**128. Public Bodies (Admission to Meetings) Act 1960**

There were no items of a confidential nature from which the public and press were required to be excluded.

**129. Members of the Public**

Tracey Smith presented a painting of the Town Council crest to the Mayor and Leader.

Members of the Town Council recorded their thanks to Tracey for her kind donation.

**130. Minutes – Council Meeting**

RESOLVED that the minutes of a meeting of Normanton Town Council held on Tuesday 14th November 2017 (Minute Numbers 108-124; Pages 33-38) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor Mrs C. Mayne, BEM / Seconded by Councillor Mrs P. Mayne)

**131. Minutes – Special Projects Committee**

 RESOLVED that the minutes of a meeting of the Special Projects Committee held on Wednesday 8th November 2017 (Minute Numbers 63-72; Pages 29-34) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor Mrs M. Vickers / Seconded by Councillor Mrs P. Mayne)

**132. Minutes – Town Hall Sub-Committee**

RESOLVED that the minutes of a meeting of the Town Hall Sub-Committee held on Friday 17th November 2017 (Minute Numbers 1-7; Pages 1-2) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor B. Mayne / Seconded by Councillor Mrs H.W. Jones)

Councillor Mrs E. Blezard requested confirmation that the curtilage was agreed.

The Town Clerk confirmed that this was confirmed at a previous meeting, it was just the draft Heads of Terms that were for consideration.

**133. Minutes – Finance & General Purposes Committee**

RESOLVED that the minutes of a meeting of the Finance & General Purposes Committee held on Wednesday 29th November 2017 (Minute Numbers 26-33; Pages 10-13) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor Mrs P. Mayne / Seconded by Councillor Mrs A. Moran)

**134. Minutes – Income & Sponsorship Working Group**

RESOLVED that the minutes of a meeting of the Income & Sponsorship Working Group held on Friday 1st December 2017 (Minute Numbers 11-18; Pages 4-6) be received as a true record and the contents contained therein be approved.

(Proposed by Councillor K. Wilson, JP / Seconded by Councillor Mrs M. Vickers)

Councillor Mrs E. Blezard reported that she had contacted some further businesses for sponsorship and was waiting to hear back from them.

**135. Correspondence**

 To discuss any correspondence received since the last meeting.

 Yorkshire Internal Audit

 RESOLVED that the report of the first inspection be received.

 Smaller Authorities Audit Appointments

RESOLVED that the notification of the Auditor for 2017/2018 be received.

Normanton Second Hand Market

RESOLVED that the confirmation of continued SLA for 2018 be received.

**136. Normanton Town Hall**

Members discussed the draft Heads of Terms for the transfer of Normanton Town Hall.

RESOLVED that the Heads of Terms be approved subject to the Town Councils Solicitor being satisfied with some minor queries.

**137. Reports from External Organisations**

RESOLVED that the minutes of the Meet ‘N’ Eats Diner held on 15th November 2017 be received.

It was reported that the AGM would be held on 19th January and members wishing to serve on the Committee would need to submit their nomination paper by 18th January 2018.

**138. Reports from Town Council Representatives on Outside Bodies**

It was reported that Freeston Foundation were still in discussions with OGAT regarding a possible transfer of the school, however no decision had yet been reached. There was concern that a letter had been sent to Outwood students informing them of the transfer of Freeston.

Councillor Miss J. Farrar placed on record her thanks to Wakefield MDC for the motion requesting a public inquiry.

**139. Accounts for Payment**

RESOLVED that the list of accounts for payment totalling £11,538.76 and card payments totalling £947.02 be approved.

**140. Planning**

The following planning lists were circulated for consideration:

Validated Applications Planning Decisions

4th December 1st December

29th November 24th November

13th November 10th November

30th October 3rd November

24th October 27th October

17th October 13th October

9th October 6th October

RESOLVED that the planning lists be received and that no objections be raised.

In the absence of any further business, the Mayor thanked everyone for their attendance, wished everyone a merry Christmas and closed the meeting.