**MINUTES OF THE FINANCE COMMITTEE**

**Held on Friday 1st November 2019 at 11:00am at Normanton Town Hall**

**Present:** Councillor Mrs E. Blezard

 Councillor F.D. Jones

 Councillor R. Seal

 Councillor K. Wilson, JP

**Absent:** Councillor Mrs H.W Jones, Councillor B. Mayne, Councillor Mrs P. Mayne, Councillor Mrs A. Moran, Councillor Mrs C. Moran, BEM, Councillor A. Wassell

# 12. Welcome and Apologies

In the absence of the Chairman and the Vice-Chairman, Councillor Mrs E. Blezard was appointed as Acting Chairman for the meeting.

The Acting Chairman welcomed everyone to the meeting.

Apologies were received on behalf of Councillor Mrs A. Moran

Apologies were received and reasons approved on behalf of Councillors Mrs H.W. Jones, B. Mayne, Mrs P. Mayne, Mrs C. Moran - BEM and A. Wassell.

# 13. Members Declarations of Interest

Members were reminded to declare an interest on any item on the agenda in which they had an interest which was not already declared on their register of interests form.

There were no declarations made.

# 14. Minutes

RESOLVED that the minutes of a meeting of the Finance & General Purposes Committee held on Friday 31st May 2019 (Minute Numbers 1-11; Pages 1-4) be received and the contents contained therein be approved.

(Proposed by Councillor F.D. Jones / Seconded by Councillor K. Wilson, JP)

Minutes – Public Relations Committee

RESOLVED that the minutes of the final meeting of the Public Relations Committee held on 11th October 2017 be received.

Minutes – Income & Sponsorship Working Group

RESOLVED that the minutes of the final meeting of the Income & Sponsorship Working Group held on 1st December 2017 be received.

# 15. Budget Review

A written report on the budget for the 2019/20 financial year was circulated and discussed in detail.

Members were satisfied with the performance against budget.

RESOLVED that the Budget Review to Month 6 of the 2019/20 financial year be approved and that:

1. An amount of £1,700.00 be vired from GDPR to purchase replacement tables which were required due to health and safety reasons;
2. Replacement tables and storage trolleys be purchased from Go Pak at a cost of £1,374.98; and that
3. A storage trolley for the display boards be purchased from AJ Products at a cost of £325.00.

# 16. Winter / Spring Hanging Baskets

RESOLVED that the Winter/Spring Hanging Baskets be ordered from First Impressions at a cost of £2,960.00.

# 17. Tree Work – Norwood Street

RESOLVED that the tree work at Norwood Street, as outlined in the arboriculture report, be undertaken by SDM Tree Services at a cost of £2,000.00.

# 18. Asbestos Garages

RESOLVED that the quote for the removal of asbestos garages be agreed in principle with DCE at a cost of £1,400.00 subject to discussions with the tenant.

# 19. Winter Fuel Campaign

RESOLVED that the Town Council does not support the Wakefield Winter Fuel Campaign on this occasion.

# 20. Normanton Second Hand Market

Members reviewed the success of the second-hand market in 2019. The recent damage to stalls was highlighted as a matter of concern.

RESOLVED that the report be received and that further information is awaited from the WMDC Markets Department with regard to the Second Hand Market in 2020.

In the absence of any further business, the Acting Chairman thanked everyone for their attendance and closed the meeting.