



Community Centre . Bullenshaw Road . Hemsworth . Pontefract . West Yorkshire . WF9 4NE

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NOTICE OF THE ANNUAL COUNCIL MEETING

You are hereby summoned to attend the Annual Meeting of Hemsworth Town Council to be held in the main hall, Hemsworth Town Council Community Centre, Bullenshaw Road, Hemsworth, commencing at 7pm on Thursday 29 May 2025 for the purpose of transacting the following business.

Andrew Firth
Town Clerk

NB: This meeting will be broadcast simultaneously via 'Zoom', the details of which are at the foot of this agenda.

BUSINESS

- 01 Election of chairman**
To elect a chairman of the council for the ensuing year.
- 02 To receive the chairman's declaration of acceptance of office**
The chairman to sign his/her declaration of acceptance of office for the ensuing year.
- 03 Apologies for absence**
To receive apologies for absence and to consider and approve the reasons for absence.
- 04 Declarations of interest and dispensation requests**
Councillors should disclose pecuniary and/or non-pecuniary interest(s) in any item(s) on this agenda.
- 05 Election of vice-chairman**
To elect a vice-chairman of the council for the ensuing year.
- 06 To receive the vice-chairman's declaration of acceptance of office**
The vice-chairman to sign his/her declaration of acceptance of office for the ensuing year.
- 07 Chairman's allowance**
To determine the amount of the chairman's allowance, in pursuance of section 15 (5), Local Government Act 1972.

- 08 Committee structure**
a) To consider the committee structure and terms of reference for each committee.
b) To appoint members to each committee and to appoint a chairman of each committee.
- 09 Schedule of meetings**
To consider frequency, times and venues of council and committee meetings for the ensuing year.
- 10 Standing panels**
a) To appoint members to serve on the standing grievances/disciplinary panel.
b) To appoint members to serve on the standing complaints panel.
- 11 Financial regulations, standing orders and code of conduct**
To review and adopt the council's financial regulations, standing orders and the code of conduct.
- 12 Asset register**
To review and adopt the council's asset register.
- 13 Representatives on outside bodies**
To appoint two (voting) representatives to the Yorkshire Local Councils Association.
- 14 Legal advisors/solicitors**
To appoint legal advisors/solicitors for the council in respect of:
a) General legal matters
b) Human resources
- 15 Town council meetings**
To approve the respective minutes of the council meeting held on 3 April 2025 and the extraordinary council meeting held on 8 May 2025. as detailed in minute book.
- 16 Committee and sub-committee meetings**
To adopt the minutes of committees and their respective sub-committees as follows:
- | Committee | Date |
|-----------------------------|------------------|
| Leisure and Recreation | 19 December 2024 |
| Leisure and Recreation | 20 February 2025 |
| Leisure and Recreation | 20 March 2025 |
| Finance | 23 January 2025 |
| Finance | 17 April 2025 |
| Policy, Planning & Staffing | 17 April 2025 |
- 17 BANKING/INVESTMENT SIGNATORIES**
To approve the signatories for Barclays bank and the CCLA deposit/property funds.
- 18 Public question time**
To receive questions from members of the public.

CIRCULATION

Councillors Bacon, Bates, Conway, Dodson, Fernie, Hardacre, Kendall, McGinnies, Middleton, Middleton, Ogunade, Oldroyd, Rushmer, Stephens and Whitehead.

Andrew Firth
Town Clerk
21 May 2025

To remotely attend via the Zoom app:

Join Zoom Meeting

[https://us02web.zoom.us/j/87381254869?pwd=lhf6kjr0YYKXTQ2HkrSaLuph1QtiuK.](https://us02web.zoom.us/j/87381254869?pwd=lhf6kjr0YYKXTQ2HkrSaLuph1QtiuK.1)

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Meeting ID: 873 8125 4869

Passcode: 815247