

**Minutes Of Annual Town Council Meeting Held On Monday 11th May
2026 7pm, based at Social Centre, South Elmsall**

Present:	Cllrs	P Jordan B Capstick K Hyde G Chester M Storey M Collins S Ludewig	Chair
In attendance		Mrs C L Baxter B Caton	Town Clerk Assistant Town Clerk

1. Election of Mayor 2026-2027

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

2. To receive Mayors Declaration of Acceptance of Office

RESOLVED. Forms have been signed by the Mayor.

3. To receive apologies for absence

Cllr S Tulley – Holiday

4. Election of Deputy Mayor 2026-2027

RESOLVED. That a council member will cover duties of Deputy Mayor in his absence.

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 Standing Orders – May 20265

RESOLVED. That the Standing Orders of Conduct be approved as circulated.

8. To approve Financial Regulations, Risk Management Arrangements and Financial Risk Assessments – May 2026

RESOLVED. That the Financial regulations, Risk Management Arrangement and the Financial Risk Assessments be approved as circulated

9. To approve Fixed Asset Schedule – May 2026

That the Fixed Asset Schedule be approved as circulated.

10. Appointment of Committee Chair Persons and Deputy Chair Persons 2026/27

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 S Ludewig be appointed Chair of Recreation Committee.

RESOLVED. That Cllr G Chester be appointed Deputy Chair of Recreation Committee.

Planning and Environment Committee

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

RESOLVED. That Cllr G Chester 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

11. Appointment of Committee Members 2026 – 2027

Finance, Management, Land and Property Committee

RESOLVED. The following members be appointed:

Cllrs	S Tulley	Chair
	B Capstick	Deputy Chair

P Jordan
S Ludewig
K Hyde
G Chester
S Ludewig

Recreation Committee

RESOLVED. The following members be appointed:
Cllrs S Ludewig Chair
G Chester Deputy Chair
B Capstick
P Jordan
K Hyde
S Tulley
M Collins
M Storey

Planning and Environment Committee

RESOLVED. The following members be appointed:
Cllrs S Ludewig Chair
G Chester Deputy Chair
B Capstick
P Jordan
M Collins
K Hyde
S Tulley
M Storey

Staffing Committee

RESOLVED. The following members be appointed:
Cllrs S Tulley Chair
B Capstick Deputy Chair
P Jordan

12. Appointment of representatives to outside organisations

SESKU Joint Burial Committee – Cllrs B Capstick and Cllr S Tulley

YLCA Wakefield Branch – P Jordan

NALC – Cllr P Jordan

SE Charities – (two non members)

South Elmsall/Frickley Alliance – (disbanded)

Wakefield Town and Parish Council Liaison – (held in abeyance)

13. Date and time of meetings 2026-2027 (list attached)

RESOLVED. The list be approved as circulated

14. To approve summer recess for August 2026

RESOLVED. The recess be approved for August 2026

15. To approve recess plenary powers – August 2026

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.

16. Appointment of Council Advisors 2023-2024

Legal Advisors

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

Banking

RESOLVED. That RBS be appointed as Banking Authority.

17. To approve Auditors 2026-2027

RESOLVED That Integra be appointed for ensuring year.

RESOLVED That Littlejohn LLP be appointed for the ensuring year.

18. Mayors Allowance 2026-2027

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.

19. To approve Councillors telephone expenses 2026-2027

RESOLVED The telephone allowances for 2026-2027 will be £144.00, payable in two instalments.

20. To approve South Elmsall Town Council Newsletter – Summer 2026 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 2026-2027

RESOLVED The Town Council is still 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.

22. To approve amendments to Fixed Asset Register

RESOLVED Council approved the Fixed Asset Register the total figure is correct and reflects AGAR Section 2 box 9

Mayor  Date 22/6/26