

**Minutes of the Town Council Meeting held on Monday 15<sup>th</sup> December 2025**  
**7pm based at Social Centre, Westfield Lane, South Elmsall.**

|               |       |  |                                    |
|---------------|-------|--|------------------------------------|
| Present:      | Cllrs | P Jordan<br>G Chester<br>S Tulley<br>M Storey<br>S Ludewig<br>B Capstick<br>M Storey | Chair                              |
| In attendance |       | C L Baxter<br>B Caton  | Town Clerk<br>Assistant Town Clerk |

**1. To Receive Apologies For Absence**

**Resolved.**

Cllr M Collins – Prior engagement

**2. To Receive Declarations Of Interest – (Disclosable Pecuniary) and requests for dispensation**

**Resolved.**

None

**3. To approve Minutes of the Town Council meeting of 3<sup>rd</sup> November 2025 as a true and accurate record**

**Resolved.** The Minutes of the Town Council meeting of 3<sup>rd</sup> November 2025 were accepted as a true and accurate record.

**4. To approve Minutes of the Finance & Management Committee of 24<sup>th</sup> November 2025 as a true and accurate record.**

**Resolved.** The minutes of the Finance & Management Committee 24<sup>th</sup> November 2025 were accepted as a true and accurate record.

**5. To approve Minutes of the Recreation Committee of 24<sup>th</sup> November 2025 as a true and accurate record.**

**Resolved.** The minutes of the Recreation committee of 24<sup>th</sup> November 2025 were accepted as a true and accurate record.

**6. To approve Minutes of the Planning & Environment of Committee of 24<sup>th</sup> November 2025**

**Resolved.** The Minutes of the Planning & Environment Committee of 24<sup>th</sup> November 2025 were accepted as a true and accurate record.

7. **To approve Minutes of the Staffing Committee meeting of 24<sup>th</sup> November 2025**  
**Resolved.** The Minutes of the Staffing Committee of 24<sup>th</sup> November 2025 were accepted as a true and accurate record.
8. **To approve Receipts and Payments report up to 30<sup>th</sup> November 2025**  
**Resolved.** Receipts and Payments report up to 30<sup>th</sup> November 2025 were approved as circulated to members.
9. **To approve Accounts for payment from 17<sup>th</sup> November 2025 to 12<sup>th</sup> December 2025**  
**Resolved.**  
That the payments from Current and Wages Accounts from 17<sup>th</sup> November 2025 to 12<sup>th</sup> December 2025 be approved as circulated to members. Payments from current account £11,852.98 and payments from Wages account £25,585.28
10. **To submit items of Correspondence (FIO)**  
**Resolved.** Nothing to report.
11. **Westfield Centre**  
**a) SECF Ltd Updates**  
**Resolved.** Minutes were circulated to members.
- b) The Lanes Café – Updates**  
**Resolved** – Café will be closed to the public from 17<sup>th</sup> December 2025 until 5<sup>th</sup> January 2026. Preparations are underway for Christmas lunches which will be running 17<sup>th</sup>, 18<sup>th</sup> and 19<sup>th</sup> December 2025.
- c) Child Day Care – Updates**  
**Resolved.** Nursery Manager has sent application to OFSTED for conversion of Social Centre into a Nursery. This process can take up to 12 weeks.
- d) 3G Sports Complex**  
**Resolved.** Facilities Manager has compiled a report to detail proposed price increases to the 3G Sports complex.
- e) Banking HUB – Updates**  
**Resolved.** Contract has been extended until July 2026 to remain at the current venue, Westfield Centre.

**12.To approve donation to St Marys Church**

**Resolved.** Council agreed a sum of £500.00 to be donated to help with Church boiler issues.

Mayor ..... *Peter Jordan* ..... Date ..... *February 2nd, 2026* .....