

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING
HELD ON THE 21 MARCH 2019

Present were Councillors: D Pepper (Chair), M Appleby, J Brownrigg, Mrs D Fearnley substituting for G Oxley, J Housley, and G Lakin

In attendance: Miss L Tickle, Administration Assistant and Miss C Handley, Archiving Project – Coordinator

Apologies for absence (with valid reasons) were accepted from Cllr Mrs A Gethin, G Oxley, P Swift Mrs Z Sykes and G Weatherall.

Five members of the public present.

Cllr G Lakin stated that he was recording the meeting.

A member of the public asked a question regarding item 7.1 on the agenda. Regarding legitimate concerns on previous recruitment within Ecclesfield Parish Council which was withheld from Councillors. Chair of the Finance Commitment said that he would get advice with regards to this question and to get GDPR clarification.

19/114. To receive any declarations of personal and/or disclosable pecuniary interests (DPI) from members on items to be discussed at this meeting

Cllr Brownrigg declared an interest on the grant application for Thorncliffe Community Sports, as he is a Trustee.

19/115. To identify any items for discussion that may require the exclusion of the press and public

There were no items identified which required the exclusion of the press and public with the exception of the discussions regarding the grant applications when the Committee made their recommendations.

19/116. To confirm, for the periods ending 28 February 2019 (a) receipts schedule (b) payments schedule (c) account/bank reconciliation and (d) budget and management accounts (e) examination of Financial Transactions (to be displayed at the meeting)

As the Clerk was on annual leave only the receipts schedule and payments schedule were displayed on screen at the meeting.

19/117. Applications for Financial Assistance

19/117(1) Two members of the public entered the meeting, being representatives from Thorncliffe Community Sports; they addressed Members on their request for funding to support the group with funding for garden materials and a notice board. They then left the meeting.

RECOMMENDED: That the full amount requested be granted in the sum of £1,785.00.

19/117(2) one member of the public entered the meeting, being a representative from P.A.S.T.ways Ltd; she addressed Members on their request for funding to support the local charity School which is for all young people of Primary and Secondary School age including the Educational, Emotional and Social support needed by these young people. She then left the meeting.

RECOMMENDED: That the full amount requested be granted in the sum of £880.00

19/117(3) one member of the public entered the meeting, being a representative from Ecclesfield Gala Committee; he addressed Members on their request for funding to support Ecclesfield Gala which is a local Community event held every year. He then left the meeting.

RECOMMENDED: That the amount of £1,073.00 be granted. This is not the full amount requested but the amount being granted can be used for P.A. system, insurance, Council rent and market licence.

These items will be deferred to the end of the meeting, to be taken in private session due to the confidential nature of some of the information to be considered.

19/118. To receive Grant Monitoring Forms

None received.

19/119. Matters raised by the Chair of Finance – Cllr D Pepper

7.1 In line with the Hoey recommendations – disband the Staffing Sub-Committee with immediate effect

Cllr Pepper proposed to the Members that to keep in line with the Hoey recommendations the current Staffing Sub-Committee needs to be dissolved with immediate effect.

Cllr Lakin seconded this proposal.

This was a unanimous vote in which the current Staffing Sub-Committee will be disbanded.

7.2 To elect a new Staffing Sub-Committee with immediate effect to better reflect the balance of the Council – suggested make up – Chair of Finance, Chair of the Council and three other Councillors to be elected from the balance of the Finance Committee

Cllr Pepper proposed for the new Staffing Sub-Committee to be the Chair of Finance, Chair of the Council and then three other Councillors to form this Committee. Cllr Pepper informed the Members that he is waiting on information from YLCA with regards to the ex officio being on the Committee.

Cllr Brownrigg said the Committee should not be called the Staffing Sub-Committee but to call it a Sub-Committee. Cllr Pepper stated that it will be called the Finance Sub-Committee (Staffing).

Cllr Pepper proposed the framework of this new Committee.

Cllr Brownrigg seconded this proposal.

This was a unanimous vote for the new framework to be implemented.

Cllr Brownrigg Proposed with Cllr Lakin Seconded, Cllr Appleby proposed with Cllr Lakin Seconded, Cllr Housley Proposed with Cllr Pepper Seconded. These Councillors will now form the new Finance Sub-Committee (Staffing)

This was a unanimous vote for the new Finance Sub-Committee (Staffing)

19/120. Financial Matters:

8.1 To consider the purchase of notice boards for community groups

This item relates to local Community groups asking to use Ecclesfield Parish Council notice boards to display their posters. It was proposed that one volunteer from the group would become the key holder to be able to display their notices. Notices to be displayed would be non-commercial. This was a unanimous vote but to have a rules and regulations list drawn up by the Clerk to give to the key holder.

Any group that would want to have their own notice board they could apply to the Council for a grant.

19/121. Matters brought to the attention of the Council by the Clerk:

9.1 To consider the review of Ecclesfield Parish Council's Financial Regulations

The Finance Regulations were reviewed by the Finance Committee and approved with some slight adjustments.

19/122. Matters requested by Councillors:

10.1 To consider a Parish survey – to discuss and develop this further, methods/types and to request specialised quotes – Cllr D Pepper

Cllr Pepper informed the Members that if this survey is addressed in the correct manner it can become the 3 / 4 year plan for the Council, if the right questions are asked, for eg: would the Community like the Council to look at the Parks and to keep the Chapeltown toilets open. If the right questions are asked it will give the Council their strategic plan. Cllr Lakin asked if the survey would be for the new Council to act upon as this entails a lot of work. Cllr Pepper said that this is now set in motion and should stay on the Finance agenda. It should be updated accordingly and a Sub-Committee (survey) to be set up in order to move forward. Cllr Housley suggested that the Sub-Committee (survey) be put together and then bring the item back to the Finance Committee.

All agreed that an email be sent to all Councillors who would be interested in being on the Sub-Committee (survey). Email to be sent as soon as possible with 7 days to respond.

10.2 To consider publishing of the Parish Council – research costs and possible ways of informing and connecting more with the community – Cllr D Pepper

Cllr Pepper informed the Members that whoever gets re-elected to have a piece put into the local paper about them, as well as the Ward Councillors having photographs and information about them put up on the Council's notice boards. The Council have been offered the four full pages edited at £340 each from Look Local.

Cllr Brownrigg suggested having a team photograph of all Councillors once the new Council is in office.

19/123. Correspondence – Items requiring a decision or response

Members noted correspondence received which is also on the secure area for them to view.