

## **MINUTES OF THE FINANCE & PREMISES COMMITTEE HELD ON THURSDAY 23 JANUARY 2020**

Present were Councillors: D Ogle (Chair), J Brownrigg, G Lakin, K Guest, V Bowden and C Levery (substitute for Cllr Housley)

In attendance: K Mann Advisor to Council, L Tickle Admin Officer and members of the public presenting grants

The meeting was recorded on behalf of the Council.

### **92. Appointment of Chairman**

Councillor Ogle chaired the meeting and the committee received the update from the Advisor that Council appoint the Chairman of the Finance & Premises Committee. The Advisor was asked to clarify what were Standing Committees and the legislation regarding Standing Committees.

**RESOLVED: That the Chairman of the Finance & Premises Committee be appointed at the Council meeting to be held on the 6 February 2020.**

### **93 To receive apologies for absence from members and to consider the reasons for absence**

Councillors J Housley, T Bawden and P Swift provided their apologies.

**RESOLVED: That the apologies be noted and the reasons for absence be approved.**

### **93. Declarations of personal and/or disclosable pecuniary interests from members**

None

### **94. Grant Presentations**

Three groups attended the meeting to provide updates to the committee members on their applications.

Thornccliffe Tennis Club

Representatives from Thornccliffe Tennis Club provided an update to the meeting. The grant is for equipment, to provide new equipment, and the aim was to get the coaching programme running once again in the Spring. The club is currently losing 10 members per year. Get more people involved and do an open day in Spring for people to give tennis a try. The grant would help people sign up to the coaching programme to keep costs down for them as there are lots of families that don't have the money to pay for the coaching. Membership - 75% are over 50, few youngsters through, coaching to go into schools too, involve the local press to encourage people to the tennis courts. The club is a member of the Sheffield and District League. The group received £65 last year from SCC through the Parks from bookings when people have used the courts.

The Chair thanked the representatives for the update on the Club. The representatives left the meeting.

## Friends of Grenoside Green

Representatives from the Friends of Grenoside Green provided an update to the meeting. The Green is in the middle of the village, the council closed the library, kept the green from being developed on, the Friends maintain the green for the village. Great views from the green area. Opened the green in 2007, looking tired and needed to be replanted, decided to do a Bee Friendly Green. It has been very successful and ongoing to plant the green area. School children came and saw all the bees. 3 sculptures are already on site. The Friends group now want to celebrate what they have done to help the bees by putting a sculpture on top of the stone that is already in place. Real focal point and school children will be able to see it. The plants are given through private funding or the community fund from Tesco. The group have also received funding from the city Council's ward pot. The Parish Council provided some funds 4 or 5 years ago. Whole project is run from grant funding. Bee box installed, not a beehive. They publicise the Green in Grenoside News and write updates in the magazine, noticeboard on the Green and four information boards in different locations. The Bee Sculpture proposed would be 1m long, same size as the stone. The group would be happy to have a plaque added to the sculpture if it is approved by Council, that Ecclesfield Parish Council provided the funding for the sculpture.

The Chair thanked the representatives for attending the meeting and they left the meeting.

## Chatty Crafters

Representatives from Chatty Crafters provided an update to the meeting. The grant application would allow the group to pay the rent for the community room, and to get some public liability insurance. The group is for the local community to work on crafts, disabled people attend, they encourage men to join the group, very friendly and meet every Tuesday. 9 people in the group currently however they have had up to 12-15 members previously. The group helps with loneliness, they promote the group at the WI and other places members attend. No funding from anywhere else. Small group, self funding, numbers dwindled, rent more and want public liability insurance. Cannot continue under these circumstances.

The Chairman thanked the representatives for attending and they left the meeting.

**RESOLVED: That a decision on whether to approve the grant applications would be made under confidential matters.**

95. **To identify items for discussion which may require the exclusion of the press and public**

Items 106 put into private session, moved up the agenda to be discussed in public session.

96. **Investments**

The committee considered the council's current investment with Scottish Widows Bank. A discussion took place around investing with CCLA Property Fund. It was agreed to discuss the investment with CCLA once again in April 2020.

**RESOLVED: That the CCLA Property Fund be considered at the Finance & Premises meeting in April 2020.**

97. **Minutes of the previous meeting of the Finance & Premises Committee held on the 12 December 2019 for information.**

The committee received the minutes of the previous meeting held on the 12 December 2019.

**RESOLVED: That the minutes from the meeting held on the 12 December be noted.**

98 **Accounts**

98.1 **Income and Expenditure Report and Bank Reconciliation**

The Advisor to Council provided an income and expenditure report up to the 31 December and bank reconciliation for the Current Bank Account and the Imprest Bank Account.

**RESOLVED: That the reports and bank reconciliations be noted.**

98.2 List of Payments December 2019

The list of payments were considered and retrospectively approved as Council had delegated permission to the Finance & Premises Committee to approve the payments. (List of payments attached to the minutes)

**RESOLVED: That the list of payments from December 2019 be retrospectively approved.**

98.3 Precept update 2020/21

The Advisor updated that the letter requesting the precept and Council Tax Support Grant (CTSG) had been sent to Sheffield City Council for £267,735. The City Council had questioned that the increase was almost 70% and asked if this was correct. The Advisor updated that the stated figures were correct. The Advisor was preparing the annual booklet explaining the budget for 2020/21. The Advisor was asked to contact the City Council to ask if the booklet could be delivered along with the council tax notification letter for 2020/21 to residents of Ecclesfield Parish Area. If the City Council could not do this then quotations for local leaflet distributor would be provided for Council.

**RESOLVED: That**

- i) The update that the precept notification letter had been sent be noted; and**
- ii) The annual parish booklet be costed to be circulated to all households by Sheffield City Council or another distributor.**

98.4 Grants Awarded update

The report provided showed the grants budget figure for 2019/20, a list of grants already approved and the power to spend the funds from this budget and a balance of £10,403.81 at the 31 December 2019.

**RESOLVED: That the update be noted.**

98.5 Archive Project Costs

The Advisor to Council provided an update on the current archive project costs. 250 calendars had been purchased and to date there were 90 copies unsold. 4,800 postcards were purchased and it is unknown how many are currently unsold.

**RESOLVED: That the update provided be noted.**

98.6 Chairman's Chain

A report previously circulate was considered. The cost of the cabinet would be brought to the next meeting. The new chains need prices and pictures, can the crest be made to stay on the new chain or the one in the cabinet. Photos on the table instead of emailed or printed with the agenda.

**RESOLVED: That the Chairman's Chain and cabinet be considered at the next Finance & Premises meeting in February 2020.**

98.7 Thorncliffe Leisure Centre

The Advisor to council updated that the payment of £16,934 had been sent and the next payment would be due on the 20 January 2021.

**RESOLVED: That the update be noted.**

99 Financial Strategy Review

The committee reviewed the Financial Strategy and suggested that the balance of a previous Chairmans allowance be allocated within the Financial Strategy for Defibrillators at One Stop.

**RECOMMENDATION TO COUNCIL: That, subject to the additional funds from the past Chairman's Allowance being included in the Financial Strategy, the document be adopted.**

100 South Yorkshire Pension Authority (SYPA)

The committee considered the direct debit consultation information provided by SYPA.

**RESOLVED: That the consultation response be that the Council will pay SYPA pension contributions by bank transfer, not direct debit from the 1 April 2020.**

Item 106 was discussed in public session (minuted below)

106 **Mortomley Park Play Area**

The committee considered the email and request from Sheffield City Council with regard to providing funding to refurbish the climbing frame.

The committee wanted to see the 3 quotes and consultation responses from the Parks department at SCC.

**RESOLVED: That**

- i) **Clarification is provided after the consultation took place and a copy of the 3 quotes for the repairs/refurbishments; and**
- ii) **A member from the Parks Dept be invited to attend the next Council meeting on the 6 February 2020.**

101 **Confidential Matters**

**RESOLVED: That the committee approved the motion to discuss confidential matters in private.**

102 **IT Provision**

The IT Report provided was considered and the quotations received. The committee agreed that the HP equipment was the preferred option. The current contactor be asked to install the new equipment and software and charge the hourly rate of £38.00.

**RECOMMENDATION TO COUNCIL: That**

- i) **3 new PC's and 2 new laptops be purchased at a cost of approx. £3,000; and**
- ii) **The current contractor be asked to set up and install the new PC's and Laptops at the hourly rate of £38.00.**

103 **Fire Alarm System**

It was agreed to defer the update on the upgrading of the fire alarm system to the next meeting as the quotations had not been received.

**RESOLVED: That the upgrading of the Fire Alarm System be considered at the next meeting of the Finance & Premises Committee.**

104 **Telephone System**

A report had been circulated to the committee members. It was agreed to defer this item for discussion to the meeting of Council on the 6 February 2020.

**RESOLVED: That the Telephone System report be submitted to Council on the 6 February 2020 for consideration.**

105. **Grant Funding**

All the grants were considered and approved as follows:

- 105.1 **Thornccliffe Tennis Club grant of £1,456.72 - Local Government (Miscellaneous Provisions) Act 1976 s19**
- 105.2 **Friends of Grenoside Green grant of £1,100 - Local Government Act 1972 ss111 and 137 at a cost of £1,100. It was agreed to ask for a plaque to be mounted on the sculpture showing that Ecclesfield Parish Council paid for the sculpture.**
- 105.3 **Chatty Crafters grant of £801.00 – Local Government Act 1972 s 144**

105.4 Letters from grant applications previously awarded were noted.

It was agreed to have 10 plaques engraved with EPC logo and wording ready for giving to successful grant applicants in the future.

**RESOLVED: That the letters be noted: and**

**RECOMMENDATION TO COUNCIL: That:**

- i) **Thornccliffe Tennis Club be awarded £1,456.72 - Local Government (Miscellaneous Provisions) Act 1976 s19 from the Grants Budget 2020/21;**
- ii) **Friends of Grenoside Green be awarded £1,100 - Local Government Act 1972 ss111 from the Grants Budget 2020/21;**
- iii) **Chatty Crafters be awarded £801.00 Local Government Act 1972 s144 from the Grants Budget 2020/21; and**
- iv) **10 engraved plaques with Ecclesfield Parish Council name and logo be purchased from the Admin Budget 2020/21**

107 **Chapel Green Advice Centre**

The breakdown of item costs had been provided by the advice centre for consideration. A discussion took place around the information provided. Regular feedback should be provided with a quarterly report submitted to council.

**RESOLVED: That**

- i) **The breakdown provided by the Advice Centre be noted; and**
- ii) **A quarterly report be provided by the Advice Centre to the Parish Council.**

108 **Staffing**

The Advisor provided an update on the Employers Pension Contribution from the 1 April 2020. A further update would be provided to the next meeting.

**RESOLVED: That the update be noted.**

109 **Date of next meeting**

The date of the next meeting is 13 February 2020 at 6.30pm. The Chair thanked all for attending and the meeting closed at 9.05pm.