



# ECCLESFIELD PARISH COUNCIL

*Serving your Community Since 1894*

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**To All Members of the Finance and Premises Committee**

## **SUMMONS AND AGENDA**

10th December 2020

Dear Councillor,

You are respectfully summoned to attend the Finance and Premises Committee meeting of Ecclesfield Parish Council to be held virtually at **6.30pm on Wednesday 16th December 2020**. Please follow this link to join the meeting:

<https://us02web.zoom.us/j/81677137183?pwd=aU12NlIRZkgxQ2Q1OWloY2Z5SS9uZz09>

Meeting ID: 816 7713 7183

Passcode: 742373

One tap mobile

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In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 and the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England Regulations) 2020, the public and press may attend the meeting.

Yours sincerely

*Andrew Towlerton*

Mr Andrew Towlerton

Clerk and Responsible Financial Officer

Ecclesfield Parish Council

Finance and Premises Committee Agenda 16/12/20

### **Committee Membership\***

**Councillor Kate Guest (Chairman), Councillor David Ogle (Vice Chairman), Councillor Terence Bawden, Councillor Victoria Bowden, Councillor John Brownrigg (ex officio), Councillor John Housley (ex officio) and Councillor Gary Lakin.**

\*Substitute members may be appointed in accordance with Standing Order 4v.

### **Chairman's Announcement**

Prior to the commencement of the meeting, the Chairman will outline the procedure for this remote meeting to ensure that the meeting is effective and lawful including:

- Councillors must observe the Council's Code of Conduct during the meeting.
- Voting procedure.
- Public session and exclusion of the press and public procedures.
- Anyone wishing to record is asked to let the Chairman of the meeting know prior to the start of the meeting. The meeting is being recorded by the Council.
- All Councillors present are required to state their name prior to the commencement of the meeting.

### **AGENDA**

#### **2020/069 (F&P). Apologies and Reasons for Absence**

To note apologies and approve reasons for absence.

#### **2020/070 (F&P). Declarations of Interest**

To consider any requests for dispensation.

To note any declaration or interests not already declared under the members Code of Conduct or members register of Disclosable Pecuniary Interests.

#### **2020/071 (F&P). Exclusion of Press and Public**

To consider the exclusion of the Press and Public in accordance with Public Bodies Admission to Meetings Act 1960 Section 1 (2) due to the confidential nature of the business to be transacted.

#### **2020/072 (F&P). Public Participation Session**

To receive questions from members of the public under the direction of the Chairman and in accordance with the Council's Standing Orders. (standing order

3 states that the public participation session will be for no more than 15 minutes and a member of the public shall not speak for more than 3 minutes).

Members of the public should please note that the Council reserves the right to respond in writing if any matter requires further research or consideration and that reports should be submitted in writing before the meeting so they can be dealt with under correspondence.

### **2020/073 (F&P). Finance Committee Minutes**

To consider the Minutes and actions of the Finance Committee meeting held on 18 November 2020 and as approved by the Council (attached as item 73a).

### **2020/074 (F&P). Update on the Accounts of Council**

To receive a commentary from the Clerk and Responsible Financial Officer regarding the financial affairs of the Council, including:

- 1) To confirm the cashbook, account/bank reconciliation, and management accounts for April 2020. (attached as item 74a)
- 2) To confirm the cashbook, account/bank reconciliation, and management accounts for May 2020. (attached as item 74b)
- 3) To confirm the cashbook, account/bank reconciliation, and management accounts for June 2020. (attached as item 74c)
- 4) To confirm the cashbook, account/bank reconciliation, and management accounts for July 2020. (attached as item 74d)
- 5) To confirm the cashbook, account/bank reconciliation, and management accounts for August 2020. (attached as item 74e)
- 6) To confirm the cashbook, account/bank reconciliation, and management accounts for September 2020. (attached as item 74f)
- 7) To confirm the cashbook, account/bank reconciliation, and management accounts for October 2020 (attached as item 74g)
- 8) To confirm the cashbook, account/bank reconciliation and management accounts for November 2020 (attached as item 74h).

### **2020/075 (F&P). Payments for Approval**

To consider the list of payments dated 15<sup>th</sup> November to 7<sup>th</sup> December 2020 and recommend to Council any payments requiring approval (attached as item 75a).

### **2020/076 (F&P). Challenge to Council's accounts for 2019/2020**

To consider forming a sub-committee to investigate, report on, and resolve the challenge to the Council's accounts for 2019/2020 as reported to the Full Council meeting held on 3<sup>rd</sup> December 2020.

### **2020/077 (F&P). Grant Applications**

To consider, and make recommendations to Full Council, in respect of the grant application received from the following:

- Chapeltown Silver Prize Band (attached as item 77a)

### **2020/078 (F&P). Community Infrastructure Levy**

To consider, and make recommendations to Full Council, in respect to the following proposed improvements to parks and play equipment in the Parish. Members will recall that it was agreed to write to all Councillors seeking suggestions on projects that could be supported by the Fund during 2020/21. The suggestions received are outlined below:

- Refurbishment of BMX track at Charlton Brook.
- Moving the youth shelter out of Mortomley Park and relocating to Angram Bank or Charlton Brook.
- Refurbishment of BMX track at Charlton Brook (second suggestion).
- Burncross Action Team for a project at Foxfields Wood / Mackenzie Cres open space.
- Improvements at Chapeltown Park.
- Improvements at Mortomley Park.
- Improvements at Angram Bank.
- Improvements at Grenoside Park
- Improvements at Charlton Brook.
- Improvements at Ecclesfield Park

### **2020/079 (F&P). To consider a proposal to create an Ecclesfield Parish Covid Recovery Fund (major grant programme) for the Financial Year 2021/22**

### **2020/080 (F&P). Notice Board Improvements**

To receive a verbal report on progress and next steps with the review.

### **2020/081 (F&P). Councils Information Technology Systems, including emails**

A verbal report to be provided by the Clerk on progress with the planned improvements including the Council's preferred email provider.

### **2020/082 (F&P). Date and Time of Future Meetings**

To confirm the time and date of the next Finance and Premises Committee meeting which it is proposed should take place on Wednesday 20th January 2021 at 6.30pm