



# ECCLESFIELD PARISH COUNCIL

*Serving your Community Since 1894*

**Council Offices, Mortomley Lane, High Green, Sheffield S35 3HS**

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

## **SUMMONS AND AGENDA**

14th October 2021

Dear Councillor,

You are respectfully summoned to attend the Finance and Premises Committee meeting of Ecclesfield Parish Council to be held virtually at **7.00pm on Thursday 21 October 2021**.

Please follow this link to join the meeting:

<https://us02web.zoom.us/j/85171033581?pwd=SnFtb2s0VU1XTk5PVENWN3hMcjJxdz09>

Meeting ID: 851 7103 3581

Passcode: 647584

One tap mobile

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In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 (as amended), the public and press may attend the meeting.

Yours sincerely

*Andrew Towlerton*

Mr Andrew Towlerton  
Clerk and Responsible Financial Officer  
Ecclesfield Parish Council

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### **Committee Membership\***

**Councillor Kate Guest (Chairman), Councillor David Ogle (Vice Chairman), Councillor Victoria Bowden, Councillor John Brownrigg (Ex Officio), Councillor Susan Davidson, Councillor John Housley (Ex Officio) and Councillor Thomas Sturgess.**

\*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, safe 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 for the purposes of aiding minute taking.
- All Councillors present are required to state their name prior to the commencement of the meeting.

### **AGENDA**

#### **2021/63 (F&P). Apologies and Reasons for Absence**

To note any absences.

To approve any reasons for absence.

#### **2021/64 (F&P). Declarations of Interest**

To consider any requests for dispensation.

To note any declaration or interests not already declared under the Member's Code of Conduct or Member's Register of Disclosable Pecuniary Interests.

#### **2021/65 (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.

#### **2021/66 (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.

### **2021/67 (F&P). Grant Applications**

1. To consider, and make recommendations to Full Council, in respect of the grant applications received in respect of:

#### **Ward Based Grants**

St Marys Catholic Primary School (attached as item 67a)

#### **Covid Support and Recovery Fund Grants**

None received

2. To consider a request by the North Sheffield History Group that they receive their successful grant award of £380 by way of a cash payment instead of 'inkind'. (Members are reminded that the Council agreed that it would purchase and supply the group with a computer)

### **2021/68 (F&P). Finance Committee Minutes**

To consider the approved Minutes and actions of the Finance and Premises Committee meeting held on 16 September 2021 (attached as item 68a).

### **2021/69 (F&P). Review of Council contracts**

To receive a progress report.

### **2021/70 (F&P). Notice Board Review**

To receive a progress report.

### **2021/71 (F&P). Chairman's Chain**

To consider purchasing 3 new name boards for the Chairman's Chain from HL Brown, Sheffield at a cost of £315 including VAT.

### **2021/72 (F&P) New Fire Alarm for Community Room**

To consider appointing a contractor to replace fire alarm in the Community Room and upgrade existing fire alarm in the offices.

### **2021/73 (F&P) Other Correspondence**

Grant Monitoring Forms:

- Ecclesfield Gala Committee – (attached as item 73a)
- The Unibrass Foundation – (attached as item 73b)
- Thorncliffe Community Sports – (attached as item 73c)
- Friends of Ecclesfield Park bench photo (attached as item 73d)

To receive a verbal report from the Clerk on any other correspondence, if any.

### **2021/74 (F&P) Christmas Office Closure**

To confirm the date of Christmas Office Closure.

### **2021/75 (F&P). Date and Time of Future Meetings**

To note the date and time of the next scheduled Finance and Premises Committee meeting to take place on Thursday 18 November 2021 at 7.00pm.

To note the date and time of the next scheduled Council meeting to take place on Thursday 4 November 2021 at 7.15pm.