



Draft minutes are subject to approval at the next Full Council meeting

**Draft Minutes of Meeting of the Finance and Premises Committee
held on Thursday 17 February 2022 at the Council Offices**

Commenced: 7.30pm - Concluded: 8.10pm

Councillors Present. Kate Guest (Chairman), David Ogle (Vice-Chairman), Victoria Bowden, John Brownrigg (Ex-Officio), Susan Davidson and Thomas Sturgess.

Absent Councillors. John Housley

Officers: Andrew Towleron – Parish Clerk and Responsible Financial Officer and Laura Tickle – Administration Officer.

Members of the Public. None.

Chairman’s Announcement

Before the formal commencement of the meeting, the Chairman, Councillor Kate Guest, outlined the procedure for this meeting to ensure that the meeting was effective, lawful, and safe.

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| <p><u>2021/108</u> <u>(F&P)</u></p> | <p><u>Item 108: Apologies and Reasons for Absence</u></p> <p>Proposed by Councillor John Brownrigg and seconded by Councillor David Ogle and RESOLVED: That the apology and reason given for absence by Councillor John Housley be approved.</p> <p style="text-align: right;"><i>(6 in favour)</i></p> |
| <p><u>2021/109</u> <u>(F&P)</u></p> | <p><u>Item 109: Declarations of Interests</u></p> <p>There were none.</p> |
| <p><u>2021/110</u> <u>(F&P)</u></p> | <p><u>Item 110: Exclusion of Press and Public</u></p> <p>There were no items on the agenda that required the exclusion of the press and public.</p> |
| <p><u>2021/111</u> <u>(F&P)</u></p> | <p><u>Item 111: Public Participation Session</u></p> <p>There were no questions raised.</p> |
| <p><u>2021/112</u> <u>(F&P)</u></p> | <p><u>Item 112: Finance and Premises Committee Minutes</u></p> <p>Councillor Kate Guest provided a brief overview of the draft minutes and matters arising from the meeting held on 27 January 2022. She noted that the recommendations to Council contained in the draft minutes had been approved by Full Council at its meeting on 3 February 2022. She enquired whether the Council staff were able to provide up to date detailed</p> |

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| | <p>financial statements / information to the Committee on a regular basis, including income and expenditure (current and forecast) and payments for approval etc. It was explained that the agreed improvements to the Council's financial systems were just about complete, and this meant that this information could be provided from April onward to coincide with the new financial year.</p> <p>Proposed by Councillor David Ogle and seconded by Councillor Susan Davidson and RESOLVED: That the Finance and Premises Committee should be provided with detailed and up to date financial statements / information as a standing agenda item from April 2022 onwards.</p> <p style="text-align: right;"><i>(6 in favour)</i></p> |
| <u>2021/113</u> <u>(F&P)</u> | <p><u>Item 113: Asset Register (2022/2023)</u></p> <p>The Clerk introduced the draft Asset Register for 2022/2023). The document was then discussed, and a few amendments suggested.</p> <p>Proposed by Councillor David Ogle and seconded by Councillor Thomas Sturgess and RESOLVED: That subject to the agreed amendments being made, the Asset Register (2022/2023) is recommended to Council for approval.</p> <p style="text-align: right;"><i>(6 in favour)</i></p> |
| <u>2021/114</u> <u>(F&P)</u> | <p><u>Item 114: Chapeltown Toilets</u></p> <p>It was explained that it has been over eight years since the Council entered into an agreement with Sheffield City Council to take over the management of Chapeltown Toilets. It was timely to review this agreement to ensure that it is fit for purpose. The Clerk also provided an update on the toilets, which it had been necessary to close temporarily (again) due to an ongoing issue with vandalism.</p> <p>A wide ranging and detailed discussion then took place. Reference was made to the need to introduce additional security measures, the escalating costs associated with their running and to enhance understanding with residents of the financial and resources involved with their provision. The need for a strategy and action plan for their management was emphasised and supported.</p> <p>Proposed by Councillor David Ogle and seconded by Councillor Thomas Sturgess and RESOLVED: It is recommended to Council that:</p> <ol style="list-style-type: none"> a) The Parish Council writes to Sheffield City Council formally seeking a joint review of the Chapeltown Public Toilets Agreement (2015). b) A Working Group be established comprising parish councillors representing Chapeltown ward, the Clerk, and other interested bodies to develop a strategy and action plan for the long-term management of Chapeltown Toilets. <p style="text-align: right;"><i>(6 in favour)</i></p> |
| <u>2021/115</u> <u>(F&P)</u> | <p><u>Item 115: Other Correspondence</u></p> <ul style="list-style-type: none"> • North History Grant Monitoring Form • Disability Sports Yorkshire Grant Monitoring Form <p>These were considered. Members noted that it was reassuring to receive such nice and positive feedback from the groups supported by the Council.</p> |
| <u>2021/116</u> <u>(F&P)</u> | <p><u>Item 116: Date and Time of Future Meetings</u></p> <p>It was noted that the next scheduled Finance and Premises Committee meeting was to take place on Thursday 17 March 2022 at 7.00pm.</p> |