



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

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

Commenced: 7.15pm - Concluded: 9.05pm

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

Absent Councillors. John Brownrigg.

Officers: Andrew Towleron – Parish Clerk and Responsible Financial Officer

Members of the Public. One (Sheffield City Councillor Alan Woodcock).

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.

2021/117
(F&P)

Item 117: Apologies and Reasons for Absence

Proposed by Councillor David Ogle and seconded by Councillor Thomas Sturgess and
RESOLVED: That the apology and reason given for absence by Councillor John Brownrigg be approved.

(6 in favour)

2021/118
(F&P)

Item 118: Declarations of Interests

There were none.

2021/119
(F&P)

Item 119: Exclusion of Press and Public

The Chairman explained that she considered that there was one item on the agenda that required the exclusion of the press or public for their consideration due to the confidential nature of the business to be considered. This was item 2021/121 grant applications. It was agreed to move its consideration to the end of the agenda.

Proposed by Councillor Susan Davidson and seconded by Councillor Victoria Bowden and
RESOLVED: That the press and public be excluded from item 2021/121 grant applications.

<p><u>2021/120</u> <u>(F&P)</u></p>	<p><u>Item 120: Public Participation Session</u></p> <p>There were no questions raised.</p>
<p><u>2021/121</u> <u>(F&P)</u></p>	<p><u>Item 121: Grant Applications</u></p> <p>The Council has received the following applications:</p> <p>Ward Based Grants</p> <ul style="list-style-type: none"> • Friends of Chapeltown Park • 14th Sheffield (Grenoside) Scout Group • Thorncliffe Tennis Club • P.A.S.T. ways Ltd • Ecclesfield Gala Committee • Chapeltown W.I. <p>Covid Support and Recovery Fund Grant</p> <ul style="list-style-type: none"> • 192nd Sheffield Guides <p>These applications were considered by the Committee.</p> <ol style="list-style-type: none"> a) Proposed by Councillor John Housley and seconded by Thomas Sturgess and RESOLVED: That it is recommended to Council that the Friends of Chapeltown Park be granted an award of £1,800 towards the Chapeltown Gala from the Ward Based Grant (Chapeltown Ward). b) Proposed by Councillor Victoria Bowden and seconded by Susan Davidson and RESOLVED: That it is recommended to Council that 14th Sheffield (Grenoside) Scout Group be granted an award of £1,199.90 towards the provision of ten tents from the COVID Recovery Fund. c) Proposed by Councillor Thomas Sturgess and seconded by John Housley and RESOLVED: That it is recommended to Council that Thorncliffe Tennis Club be granted an award of £1,800 towards publicity, marketing, and equipment from the COVID Recovery Fund. d) Proposed by Councillor Thomas Sturgess and seconded by Susan Davidson and RESOLVED: That it is recommended to Council that P.A.S.T ways Ltd be granted an award of £2,394 for computer equipment from the Ward Based Grant (all wards). e) Proposed by Councillor Thomas Sturgess and seconded by Councillor Victoria Bowden and RESOLVED: That it is recommended to Council that Ecclesfield Gala Committee be granted an award of £1,793 towards the 2022 Ecclesfield Gala from the Ward Based Grant (Ecclesfield ward). f) Proposed by Councillor Thomas Sturgess and seconded by Councillor David Ogle and RESOLVED: That it is recommended to Council that Chapletown Women’s Institute be granted an award of £310 towards a celebration for the Queen’s Platinum Jubilee Celebrations (all wards). g) Proposed by Councillor John Housley and seconded by Councillor Thomas Sturgess and RESOLVED: That it is recommended to Council that 192nd Sheffield Guides be granted an award of £1,591 towards subsidising trips and maintaining its equipment from the COVID Recovery Fund.

	<p>During and following the discussions with the various bodies that had applied for funding, it was also agreed that:</p> <ul style="list-style-type: none"> • Any councillor or officer who wished to take up the invitation to visit P.A.S.T ways Ltd offices to see and hear in more detail their work was encouraged to do so. • How the Council might encourage more volunteering should be considered at the June meeting of the Finance and Premises Committee. • The Council should offer to assist the Thorncliffe Tennis Club in promoting its activities. <p style="text-align: right;"><i>(6 in favour)</i></p>
<p><u>2021/122</u> <u>(F&P)</u></p>	<p><u>Item 122: Community Hall Charging</u></p> <p>It was explained that it may be timely to review the charging schedule for the use of the Community Hall, especially as it was nearly two years since this was done and that the Hall was to re-open soon following its refurbishment. This was then discussed.</p> <p>The Clerk also provided an update on the refurbishment of the Hall.</p> <p>Proposed by Councillor Susan Davidson and seconded by Councillor John Housley and</p> <p>RESOLVED: That it is recommended to Council:</p> <ol style="list-style-type: none"> a) There be no change in the room hire charge for the community hall. b) The room hire charge for the community hall is reviewed by the Finance and Premises Committee at its October 2022 meeting. <p style="text-align: right;"><i>(6 in favour)</i></p>
<p><u>2021/123</u> <u>(F&P)</u></p>	<p><u>Item 123: Internal Audit/Control</u></p> <ul style="list-style-type: none"> • Internal Audit <p>The Clerk gave an update. He confirmed that Diane Brown had confirmed that she would act as the Council's Internal Auditor. For a variety of reasons, it had been necessary to delay the interim audit until early April.</p> <ul style="list-style-type: none"> • Internal Control <p>It was reported that, now the COVID restrictions have been eased, the process whereby the Council's designated internal control councillor will complete monthly internal control checks had been re-established. The Chairman of the Staffing Committee, Councillor Carol Levery, had undertaken the most recent one. A discussion then took place on the arrangements for this.</p> <p>Proposed by Councillor Thomas Sturgess and seconded by Councillor Susan Davison and</p> <p>RESOLVED: It is recommended to Council that:</p> <ol style="list-style-type: none"> a) Chairman of the Staffing and Environmental Planning Committees be appointed to act as the Council's Internal Control officers for the financial year 2022/2023, subject to them not being a member of the Finance and Premises Committee. b) The Vice-Chairman of the Staffing and Environmental Planning Committees should deputise for the Council's Internal Control officers for the financial year 2022/2023 if either or both is not available, subject to them not being a member of the Finance and Premises Committee. <p style="text-align: right;"><i>(6 in favour)</i></p>
<p><u>2021/124</u> <u>(F&P)</u></p>	<p><u>Item 124: Angram Bank Target Hardening and Commissioning</u></p> <p>The Clerk provided a verbal update. He explained that a meeting was to take place shortly with various officers at Sheffield City Council to progress the commissioning of the boulders and other target hardening measures following the outcome of the community survey, which indicated strong support for these measures. The Clerk was reminded that the Council had agreed that findings from the Angram Community Survey should be publicised including through Look Local.</p>

<p><u>2021/125</u> <u>(F&P)</u></p>	<p><u>Item 125: Improvements to Notice Boards and Park Benches</u></p> <p>Councillor John Housley provided an update report. He stated that the five replacement notice boards had all been purchased and delivered to the Council offices. The arrangements for their installation were being progressed. They would also be sited in their existing locations bar the one at the Acorn Public House where it was proposed to locate it a little bit away from its existing position.</p> <p>He then went on to speak about the replacement park benches. He reminded Council that it had been agreed to purchase four to be sited at Grenoside, Angram Bank, Mortomley and McKenzie Crescent parks. Due to issues with their storage, it was proposed to stagger their delivery over the next few months. A discussion then took place on the wording for the plaques.</p> <p>Proposed by Councillor David Ogle and seconded by Councillor Susan Davison and RESOLVED: That it is recommended to Council that the wording for the plaque for each of the four replacement and any future benches should be <i>'Provided by Ecclesfield Parish Council for the benefit of parishioners of the Ecclesfield Parish'</i>.</p>
<p><u>2021/126</u></p>	<p><u>Item 126: Ukraine</u></p> <p>A brief discussion took place about the position in Ukraine and the support, if any, the Parish Council could offer. Reference was made to a request that the Council should fly the Ukrainian Flag outside of the Council Offices. This was discussed and agreed in accordance with the Council's Flag Flying Policy. Councillor Susan Davidson stated that she intended to propose to the concerned Working Party that any funds raised as part of the charity cake sale as part of the Queens Platinum Jubilee Celebrations should be donated to the Ukrainian Appeal. It was agreed that this was a good idea. It was also considered that this issue should be considered in more detail at the next Full Council meeting.</p>
<p><u>2021/127</u> <u>(F&P)</u></p>	<p><u>Item 127: Date and Time of Future Meetings</u></p> <p>It was noted that the next scheduled Finance and Premises Committee meeting is scheduled to take place on Thursday 21 April 2022 at 7.15pm.</p>