



# 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**

23rd September 2022

Dear Councillor,

You are respectfully summoned to attend the Finance and Premises Committee meeting of Ecclesfield Parish Council to be held at the **High Green Miners Welfare Community Hall** on Thursday 29th September 2022 at 7.15pm.

To view the agenda please click the link below:

<https://ecclesfield-pc.gov.uk/document-category/agendas/> for the meeting of Ecclesfield Parish Council for this date.

**Please do not attend if you are unwell and displaying COVID symptoms.**

*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 Dr John Bowden, Councillor Victoria Bowden, Councillor John Brownrigg, Councillor Susan Davidson, Councillor John Housley and Councillor Carol Levery.**

\*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 meeting to ensure that the meeting is effective, safe and lawful including:

- Councillors must observe the Council's Code of Conduct.
- 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 Council may record the meeting for minute purposes.
- All Councillors present may be required to state their name prior to the commencement of the meeting.

### **AGENDA**

#### **2022/25 (F&P). Apologies and Reasons for Absence**

- a) To note any absences.
- b) To approve any reasons for absence.

#### **2022/26 (F&P). Declarations of Interest**

- a) To note any requests for dispensation.
- b) To note any declaration or interests not already declared under the Member's Code of Conduct or Member's Register of Disclosable Pecuniary Interests.

#### **2022/27 (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.

#### **2022/28 (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.

### **2022/29 (F&P). Grant Applications**

#### **Ward Based Grant Applications received:**

- South Yorkshire County Scout Council -revised grant application (attached as item 29a)
- Thorncliffe Community Sports (attached as item 29b)
- High Green Development Trust (attached as item 29c)
- Heart of Chapeltown – Community Enterprise Ltd (attached as item 29d)

### **2022/30 (SC). Policies for Consideration**

- Financial Regulations
- Annual Schedule of Payments to be paid via Direct Debit or Bacs (verbal and written report to be provided by the Clerk at the meeting).

It is good practice for a Council to review its Financial Regulations at least on an annual basis. The Council's existing ones have been reviewed and the updated draft version can be found at <https://ecclesfield-pc.gov.uk/wp-content/uploads/2022/09/Draft-Financial-Regulations-September-22-1.pdf> . The Clerk will also provide a verbal report on the proposed changes.

### **2022/31 (SC). Appointment of an Internal Auditor and an External Auditor for the Council**

To receive a progress report and consider next steps.

### **2022/32 (F&P). Notice Boards and Park Benches improvements**

To receive a progress report.

### **2022/33 (F&P) Christmas Gift Programme for 2022/2023.**

To receive a written and verbal report from the Clerk.

### **2022/34 (F&P) Other Correspondence**

The following Grant Monitoring forms have been received:

- Chapeltown WI
- Ecclesfield Charity Gala Committee
- Thank you card from Kinsey Road Social

- High Green Musical Theatre Group

NB – Copies can be provided to Councillors, where appropriate, by request. They will also be available for perusal at the meeting.

**2022/36 (F&P). Date, Time and Venue of Future Meetings**

To confirm the date and time and venue of the next scheduled Finance and Premises Committee meeting to take place on Thursday 15 October 2022 at 7.15 pm.