



**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, 20 October 2022**

**Commenced: 7.15pm - Concluded: 8.40pm**

**Councillors Present.** Kate Guest (Chairman), David Ogle (Vice-Chairman), Victoria Bowden and John Housley.

**Absent Councillors.** Dr John Bowden, John Brownrigg, Susan Davidson, and Carol Levery.

**Officers:** Andrew Towleron – Parish Clerk/RFO (minute taker).

**Members of the Public.** One.

**Chairman’s Announcement**

The Chairman, Councillor Kate Guest, outlined the procedures to ensure that the meeting was effective, lawful and safe.

**2022/37  
(F&P)**

**Item 37: Apologies and Reasons for Absence**

The Clerk explained that he had received four, from Councillors Dr John Bowden, John Brownrigg, Susan Davidson and Carol Levery. The reasons for their absence were then considered.

Proposed by Councillor John Housley and seconded by Councillor David Ogle and

**RESOLVED:** That the apologies and reasons given for absence by Councillors Dr John Bowden, John Brownrigg, Susan Davidson and Carol Levery be approved.

*(4 in favour)*

**2022/38  
(F&P)**

**Item 38: Declarations of Interests**

The Clerk stated that he had not received any.

**2022/39  
(F&P)**

**Item 39: Exclusion of Press and Public**

The Chairman of the meeting 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 2022/41 Grant Applications. It was agreed to move the consideration of associated grant applications to the end of the agenda.

	<p>Proposed by Councillor David Ogle and seconded by Councillor Victoria Bowden and <b>RESOLVED:</b> That the press and public be excluded from that part of item 2022/41 Grant Applications dealing with the consideration of the grant applications.</p> <p style="text-align: right;"><i>(4 in favour)</i></p>
<b><u>2022/40</u></b> <b><u>(F&amp;P)</u></b>	<p><b><u>Item 40: Public Participation Session</u></b></p> <p>There were no questions raised.</p>
<b><u>2022/41</u></b> <b><u>(F&amp;P)</u></b>	<p><b><u>Item 41: Grant Applications</u></b></p> <p>It was reported that the Council has received the following applications:</p> <p><b>Ward Based Grants</b></p> <ul style="list-style-type: none"> <li>• Heart of Chapeltown.</li> <li>• High Green Development Trust Ltd.</li> <li>• Paces Sheffield.</li> <li>• Capelle Floral Art Society.</li> </ul> <p>These applications were considered by the Committee.</p> <p>a) Proposed by Councillor David Ogle and seconded by Councillor Victoria Bowden and <b>RESOLVED:</b> That it is recommended to Council that a grant of £6,000 not be offered to Heart of Chapeltown for rental costs of Traxx market in Chapeltown for the next 6 months.</p> <p style="text-align: right;"><i>(4 in favour)</i></p> <p>b) Proposed by Councillor David Ogle and seconded by Councillor Victoria Bowden and <b>RESOLVED:</b> That it is recommended to Council that High Green Development Trust Ltd be offered a grant of £2,000 towards storage equipment in relation to the food bank and community shop (all wards).</p> <p style="text-align: right;"><i>(4 in favour)</i></p> <p>c) Proposed by Councillor Victoria Bowden and seconded by Councillor David Ogle and <b>RESOLVED:</b> That it is recommended to Council that Paces Sheffield be offered a grant of £500 towards the cost of purchasing percussion instruments (all wards).</p> <p style="text-align: right;"><i>(4 in favour)</i></p> <p>d) Proposed by Councillor John Housley and seconded by Councillor David Ogle and <b>RESOLVED:</b> That it is recommended to Council that Capelle Floral Art Society be offered a grant of £372 towards the cost of holding a Christmas Demonstration event (Chapelton ward).</p> <p style="text-align: right;"><i>(4 in favour)</i></p> <p>It was also agreed that the Council should offer to help Capelle Floral Art Society in publicising their activities via the Parish Council website and Face book page. Also, that it should offer to help Paces Sheffield in publicising the need second hand musical instruments.</p>
<b><u>2022/42</u></b> <b><u>(F&amp;P)</u></b>	<p><b><u>Item 42: Time Capsules Project</u></b></p> <p>Councillor John Housley gave an update. He explained that the time capsules had been received by the Council and arrangements were in place for their distribution and installation.</p>
<b><u>2022/43</u></b> <b><u>(F&amp;P)</u></b>	<p><b><u>Item 43: To review the Grant Application Policy and Procedures</u></b></p> <p>It was noted that it was good practice to review these procedures on at least an annual basis. This was considered.</p>

	<p>Proposed by Councillor David Ogle and seconded by Councillor John Housley and <b>RESOLVED:</b> That it is recommended to Council that a comprehensive review of the Council's Grant Application Policy and Procedures be undertaken and the recommendations of this review be reported to the December 2022 meeting of the Council.</p> <p style="text-align: right;"><i>(4 in favour)</i></p>
<b><u>2022/44</u></b> <b><u>(F&amp;P)</u></b>	<p><b><u>Item 44: Other Correspondence</u></b></p> <p>The grant monitoring form received from Sheffield Don District Scouts was noted.</p>
<b><u>2022/45</u></b> <b><u>(F&amp;P)</u></b>	<p><b><u>Item 45: Date, Time and Venue of Future Meetings</u></b></p> <p>It was confirmed that the next Finance and Premises Committee meeting is scheduled to take place on Thursday 17 November 2022 at 7.15pm at the Council Offices.</p>

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