



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 November 2022**

Commenced: 7.15pm - Concluded: 8.30 pm

Councillors Present. Kate Guest (Chairman), David Ogle (Vice-Chairman), Dr John Bowden, Victoria Bowden, John Brownrigg, Susan Davidson, John Housley and Carol Levery.

Absent Councillors. None

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

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

Chairman's Announcement

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

**2022/46
(F&P)**

Item 46: Apologies and Reasons for Absence

The Clerk reported that he had not received any.

**2022/47
(F&P)**

Item 47: Declarations of Interests

Councillor John Brownrigg declared an interest in the grant application received from Thorncliffe Community Sports to be considered as part of Item 2022/50 Grant Applications. He confirmed that he would not be voting on this application and would leave the meeting when it was considered.

In addition, Councillor Carol Levery declared an interest in the grant application received from Friends of Grenoside Green to be considered as part of Item 2022/50 Grant Applications. She confirmed that she would not be voting on this application and would leave the meeting when it was considered.

**2022/48
(F&P)**

Item 48: Exclusion of Press and Public

The Chairman of the meeting explained that she considered that there were two items that required the exclusion of the press or public due to the confidential nature of the business to be considered. These were that part of item 2022/50 Grant Applications dealing with the consideration of the concerned grant applications and item 2022/53 Christmas Gifts

	<p>Programme 2022-23. It was agreed to move the consideration of these items to the end of the agenda.</p> <p>Proposed by Councillor John Brownrigg and seconded by Councillor Susan Davidson and RESOLVED: That the press and public be excluded from that part of item 2022/50 Grant Applications dealing with the consideration of the grant applications and item 2022/53 Christmas Gifts Programme 2022-23</p> <p style="text-align: right;"><i>(8 in favour)</i></p>
<p>2022/49 <u>(F&P)</u></p>	<p><u>Item 49: Public Participation Session</u></p> <p>There were no questions raised.</p>
<p>2022/50 <u>(F&P)</u></p>	<p><u>Item 50: Grant Applications</u></p> <p>It was reported that the following applications had been received.</p> <p>Ward Based Grants</p> <ul style="list-style-type: none"> • Ecclesfield Priory Players. • Friends of Grenoside Green. • Thorncliffe and Wentworth Cricket Club. • Thorncliffe Community Sports. <p>These applications were considered by the Committee.</p> <p>a) Proposed by Councillor David Ogle and seconded by Councillor John Brownrigg and RESOLVED: That it is recommended to Council that Ecclesfield Priory Players be offered a grant of £2,625.60 towards new stage curtains (Ecclesfield Ward).</p> <p style="text-align: right;"><i>(7 in favour)</i></p> <p>b) Proposed by Councillor David Ogle and seconded by Councillor John Brownrigg and RESOLVED: That it is recommended to Council that Friends of Grenoside Green be offered a grant of £1,599 towards the purchase and installation of a secure building to store equipment (Grenoside Ward).</p> <p style="text-align: right;"><i>(6 in favour)</i></p> <p>c) Proposed by Councillor John Housley and seconded by Councillor David Ogle and RESOLVED: That it is recommended to Council that Thorncliffe and Wentworth Cricket Club be offered a grant of £3,500 towards a training net and 4 window shutters to protect their facility (Chapelton Ward).</p> <p style="text-align: right;"><i>(7 in favour)</i></p> <p>d) Proposed by Councillor David Ogle and seconded by Councillor Susan Davidson and RESOLVED: That it is recommended to Council that Thorncliffe Community Sports be offered a grant of £12,000 towards the cost of the removal and re-siting of a 1.8m half pipe skate park equipment from Oxley Park, Stocksbridge to Angram Bank Park conditional on the Parish Council requiring:</p> <ul style="list-style-type: none"> (i) In writing from Sheffield City Council that the equipment can be moved/relocated to Angram Bank. (ii) That the risk assessment has been completed. (iii) Confirmation of the costs for the on-going maintenance of the facility. (iv) Confirmation from Sheffield City Council that they will be the responsible body for the equipment for at least five years. <p>In addition, that the grant is split between High Green and Thorncliffe wards (the precise apportionment between the wards to be determined by Council).</p> <p style="text-align: right;"><i>(5 in favour, 1 abstention)</i></p>

	<p>The Council also offered to assist Ecclesfield Priory Players in publicising their activities.</p> <p>Councillor Dr. John Bowden left the meeting after the open part of the consideration of this item.</p>
<u>2022/51</u> <u>(F&P)</u>	<p><u>Item 51: Tender process for an Internal Auditor</u></p> <p>The Clerk explained that in furtherance of minute (2022/31(F&P)), he had commenced the tender process for appointing a suitable internal auditor. The deadline for tenders was 21 November 2022. The next steps were then considered. It was agreed that the selection panel tasked with recommending a suitable Internal Auditor to the Council should comprise Councillor John Housley, Councillor Kate Guest, the Clerk (Andrew Towleron) and Laura Tickle (Administration Officer).</p>
<u>2022/52</u> <u>(F&P)</u>	<p><u>Item 52: Improvements to the Council Offices and Community Room – CCTV, fire alarm upgrade, recent Fire Risk Assessment carried out and next steps</u></p> <p>The Clerk provided a verbal report on various premises related issues. He outlined the main outcomes following the independent fire risk assessment of the Council Offices and Community Room and resulting actions. Adding that the Council Office’s CCTV system was now fully functional. He was seeking quotes for the firm alarm upgrade as well as progressing the agreed works to make the Council Offices fully DDA compliant. Now the works to the Community Hall had been completed he would be seeking a competent person to revalue it. He would be asking the same person to revalue the other Council buildings at the same time. It would also be timely to seek a structural survey of Chapeltown Toilets and the adjacent CCTV room.</p>
<u>2022/53</u> <u>(F&P)</u>	<p><u>Item 53: Christmas Gift Programme for 2022/23</u></p> <p>A general discussion took place on this. It was agreed that no changes were required to the programme but should be reviewed early in the financial year 2023/24. It was confirmed that the Christmas gifts had been distributed.</p>
<u>2022/54</u> <u>(F&P)</u>	<p><u>Item 54: Other Correspondence</u></p> <p>The various Grant Monitoring forms received were considered and noted.</p>
<u>2022/55</u> <u>(F&P)</u>	<p><u>Item 55: Date and Time of Future Meetings</u></p> <p>It was confirmed that the next Finance and Premises Committee meeting is scheduled to take place on Thursday 15 December 2022 at 7.15pm.</p>