



ECCLESFIELD PARISH COUNCIL

Serving your Community Since 1894

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To All Members of the Finance and Premises Committee

SUMMONS AND AGENDA

19th May 2023

Dear Councillor,

You are respectfully summoned to attend the Finance and Premises Committee meeting of Ecclesfield Parish Council to be held at the **Council Offices, Mortomley Lane, High Green** on Thursday 25th May 2023 at 7.30 pm. Please note the slightly later start time.

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

Committee Membership*

Councillor Kate Guest (Chairman), Councillor Victoria Bowden (ex officio), Councillor Anthea Brownrigg, Councillor Susan Davidson (ex officio), Councillor John Housley, Councillor Adam Hurst and Councillor Michael 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

2023/01 (F&P). Apologies and Reasons for Absence

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

2023/02 (F&P). Declarations of Interest

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

2023/03 (F&P). Election of Vice-Chairman

To elect a Vice-Chairman.

2023/04 (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.

2023/05 (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.

2023/06 (F&P). Finance and Premises Committee Minutes

To consider any actions arising from the approved minutes of the 20th April 2023 Finance and Premises Committee Meeting (attached as item 6a).

2023/07 (F&P). Review of Council's grant awarding policies and procedures and next steps

At its February 2023 meeting, Council agreed that it would be timely to review the Council's grant awarding policies and procedures, ideally after its May meeting (Item 2022/135 (FC)). The Committee needs to consider and agree the process to do this.

2023/08 (F&P). Notice boards and benches

To receive a verbal and written report on the outcomes of the audit of Council notice boards and benches and agree next steps.

2023/09 (F&P) Other Correspondence

The following Grant Monitoring forms have been received:

- Update from Grenoside and District Local History Group
- Paces
- The Unibrass Foundation
- Photo's from Friends of Windmill Hill

NB – Copies can be provided to Councillors, where appropriate, by request.

2023/10 (F&P). Date, Time and Venue of Future Meetings

The next Finance and Premises Committee meeting will take place at **the Council Offices, Mortomley Lane, High Green** on Thursday 15th June 2023 at 7.15 pm.