



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, 20th April 2023**

Commenced: 7.30pm - Concluded: 8.25 pm

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

Absent Councillors. John Brownrigg.

Officers: Andrew Towleron – Clerk and Responsible Financial Officer and Laura Tickle – Administrative and Financial Officer.

Members of the Public. One (Sheffield City Councillor, Mike Levery).

Chairman's Announcement

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

**2022/95
(F&P)**

Item 95: Apologies and Reasons for Absence

The Clerk reported that he had received one from Councillor John Brownrigg.

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

(7 in favour)

**2022/96
(F&P)**

Item 96: Declarations of Interests

None were declared.

**2022/97
(F&P)**

Item 97: Exclusion of Press and Public

The Chairman explained that she considered that there was one item that required the exclusion of the press or public of part of it due to the confidential nature of the business to be considered. This was that part of 2022/99 'Grant Applications' dealing with the consideration of the concerned grant applications.

	<p>It was agreed to move the consideration of this item to the end of the agenda.</p> <p>Proposed by Councillor Carol Levery and seconded by Councillor Susan Davidson and RESOLVED: That the press and public be excluded from that part of item 2022/99 'Grant Applications' dealing with the consideration of the concerned grant applications. <i>(7 in favour)</i></p>
<p><u>2022/98</u> <u>(F&P)</u></p>	<p><u>Item 98: Public Participation Session</u></p> <p>There were no questions raised.</p>
<p><u>2022/99</u> <u>(F&P)</u></p>	<p><u>Item 99: Grant Applications</u></p> <p>It was reported that the following applications had been received:</p> <p>Ward Based Grant Programme</p> <ul style="list-style-type: none"> ● St John's Parish Centre. ● Grenoside Singers. <p>These were then considered.</p> <p>a) Proposed by Councillor David Ogle and seconded by Councillor Carol Levery and RESOLVED: That the Committee is minded not to offer a grant to St John's Parish Centre for repair to a wall and removal of stump tree and the Clerk be asked to approach the Centre to explore other possible funding and support opportunities, including through SYFAB and Ecclesfield Charities. <i>(7 in favour)</i></p> <p>b) Proposed by Councillor David Ogle and seconded by Councillor Susan Davidson and RESOLVED: That it is recommended to Council that Grenoside Singers be offered a grant of £2,200 from the Ward Based grant programme towards the costs of a piano, new music and publicity materials (Grenoside ward). <i>(7 in favour)</i></p> <p>It was also agreed that the Council should offer its support in publicising the activities of the Grenoside Singers through its website, social media and noticeboards.</p> <p>A general discussion then took place about the grant monitoring process. The Council's grant giving guidance states that grant monitoring forms should be returned by a group within six months of receiving a grant, and while the Council approaches this 6-month rule with some flexibility, in some cases groups had still not returned their grant monitoring form well after 6 months despite numerous reminders being sent. The view was that this was unacceptable. It was agreed that if any group does not return a grant monitoring form in a reasonable time following receiving a grant that they be informed they cannot apply for any further grants until the Council has received the monitoring form and the Council may take action to recoup the original grants awarded.</p>
<p><u>2022/100</u> <u>(F&P)</u></p>	<p><u>Item 100: Chapelton Toilets Working Party</u></p> <p>Councillor John Housley, Chairman of the Working Party, provided a verbal update on the main outcomes of the most recent meeting of the Group, which were:-</p> <ol style="list-style-type: none"> 1. The Clerk, in conjunction with Mark Ramsden and the Council's Administration and Finance Officer, urgently look into electricity usage of the toilets, including whether the bills are accurate.

	<ol style="list-style-type: none"> 2. The Clerk continues to progress finding a suitable company to undertake a structural survey of the toilets and adjacent room. 3. That the Clerk and Councillor John Housley should progress options for the use of the adjacent room including its potential return to Sheffield City Council. 4. An update of the key outcomes of this Working Party meeting should be provided at the next Finance and Premises Committee meeting of the Council. <p>These were endorsed by the Committee.</p> <p>A general discussion then took place on the long-term strategy for the toilets.</p> <p>The Clerk also advised the Group that, as the works on the Alan Greaves Community Room had now been completed, he would be cancelling the contract for the storage container outside of the Council Offices. A discussion then took place on options for the storage of Council materials and next steps. That the Chamber is a meeting room and should not be used for the storage of materials was emphasised.</p>
<p><u>2022/101</u> <u>(F&P)</u></p>	<p><u>Item 101: Notice boards and benches</u></p> <p>The Chairman of the Parish Council, Councillor John Housley gave an update. He explained that he and the Clerk planned shortly to undertake an inspection of all the Council owned benches and notice boards, the outcomes of which would be brought to a future Finance and Premises Committee meeting for discussion.</p>
<p><u>2022/102</u> <u>(F&P)</u></p>	<p><u>Item 102: Date and Time of Future Meetings</u></p> <p>It was confirmed that the next Finance and Premises Committee meeting is tentatively scheduled to take place on Thursday 25th May 2023 at 7.15 pm at the Council Offices. The precise time and date will be confirmed at the Annual Meeting of the Parish Council on Thursday 18th May 2023.</p>