



ECCLESFIELD PARISH COUNCIL

Serving your Community Since 1894

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To All Members of the Finance and Premises Committee

SUMMONS AND AGENDA

15th September 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 21st September 2023 at 7.15 pm.

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.

Andrew Towlerton

Mr Andrew Towlerton
Clerk and Responsible Financial Officer
Ecclesfield Parish Council

Committee Membership*

Councillor Kate Guest (Chairman), Councillor John Housley (Vice-Chairman), Councillor Victoria Bowden (ex officio), Councillor Susan Davidson (ex officio), 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.

Public Participation Session

Prior to the formal commencement of the meeting, there will be an opportunity for members of the public to ask questions 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). The Chairman may direct that a written response be provided if a satisfactory verbal response cannot be given.

AGENDA

2023/35 (F&P) Apologies and Reasons for Absence

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

2023/36 (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.

2023/37 (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.

2023/38 (F&P) Finance and Premises Committee Minutes

To consider any actions arising from the approved minutes of the 20th July 2023 Finance and Premises Committee Meeting (attached as item 38a).

2023/39 (F&P) To consider monthly accounts schedule and budget update

To receive a verbal report on the budget update and bank reconciliation to end of July 2023.

2023/40 (F&P) Christmas Gift Programme for 2023/2024.

To receive a verbal report.

2023/41 (F&P) Policies for approval

To consider recommending to approval to Council.

- The draft Dedication of Benches and Noticeboards Policy (attached as item 41a).

2023/42 (F&P) Council Notice Boards and Benches Improvement next steps

To consider recommending a budget for the financial year 2023/24 for improvements to Council Notice Boards and Benches (in furtherance of minute 2023/28 (F&P)).

2023/43 (F&P) Chapeltown Toilets

To receive a progress report.

2023/44 (F&P) Storage of Council materials

To consider a proposal for the storage of Council materials.

2023/45 (F&P) Improvements to the Council Offices

To receive a verbal report on progress.

2023/46 (F&P) Grant Monitoring

- a) The following Grant Monitoring forms have been received:

- Friends of Windmill Hill
- Friends of Grenoside Green
- The Unibrass Foundation
- Chapeltown in Bloom
- High Green in Bloom

b) The following grant monitoring forms from the financial year 2022/2023 are more than 6 months outstanding:

- Pastways
- High Green Athletic Football Club
- Friends of Grenoside Park
- Friends of Lound Academy PTA
- Grenoside and District Local History Group
- Chapeltown W.I
- Ecclesfield Handbell Ringers
- Thorncliffe Football Club (Covid and Ward Based)

c) The consider requests for an extension to submit their grant monitoring form:

- Thorncliffe Community Sports (attached as item 46a)
- Chapeltown Hockey Club (attached as item 46b)
- Thorncliffe and Wentworth Cricket Club (attached as item 46c)

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

2023/47 (F&P). Grant Applications for consideration

- Chap Community Market.(previously circulated, see also minute
- (FC 2023/59a))
- Chapeltown Cycling Club.(attached as item 47a)

2023/48 (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 19th October 2023 at 7.15 pm.