



ECCLESFIELD PARISH COUNCIL

Serving your Community Since 1894

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To All Members of the Finance and Premises Committee

SUMMONS AND AGENDA

7th December 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 14th December 2023 at 7.30 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 Adam Hurst, Councillor Victoria Bowden, Councillor Susan Davidson, Councillor Michael Levery and Councillor Michael Morrissey.

*Substitute members may be appointed in accordance with Standing Order 4v.

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.

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

2023/71 (F&P) Apologies and Reasons for Absence

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

2023/72 (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.

2023/73 (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.

2023/74 (F&P) Finance and Premises Committee Minutes

To consider any actions arising from the approved minutes of the 9th November 2023 Finance and Premises Committee Meeting (attached as item 74a).

2023/75 (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 October 2023.

2023/76 (F&P) To consider and make recommendations to Council on:

- (i) **Budget for the financial year 2024/2025**
- (ii) **Precept for the financial year 2024/2025**

The Finance and Premises meeting is requested to consider and make recommendations for the budget and precept for the financial year 2024/2025 for discussion at the 11th January 2024 Full Council meeting. The detailed budget and precept proposals plus supporting information are shown as **confidential items 76a and 76b**.

2023/77 (F&P) Contract Renewal

To inform members that the contract for Broadband with BT is up for renewal and to confirm next steps.

2023/78 (F&P) Disposal of Council Assets

To consider recommending to Council the disposal of 3 redundant scanners ideally to be provided free of charge to local community groups.

2023/79 (F&P) Grant Applications

- Chapelgreen Community Hub and Fridge (attached as item 79a)

2023/80 (F&P) Grant Monitoring

- a) The following Grant Monitoring forms have been received:
- Thorncliffe Football Club
 - Chapeltown W.I

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

- High Green Athletic Football Club

c) To consider any requests for an extension to submit their grant monitoring form and/or amend their grant application form:

- Friends of Lound Academy

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

2023/81 (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 18th January 2024 at 7.15 pm.