



**Minutes of the Finance and Premises Committee Meeting
held on Thursday 14th December 2023 at the Council Offices**

Commenced: 7.30 pm - Concluded: 8.40 pm

Councillors Present. Kate Guest (Chairman), Victoria Bowden, Susan Davidson John Housley, Adam Hurst, Michael Levery and Michael Morrissey.

Absent Councillors. None.

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

Members of the Public. None

Public Participation Session

There were no questions asked.

Chairman's Announcement

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

<u>2023/71 (F&P)</u>	<u>Item 71: Apologies and Reasons for Absence</u> It was reported that none had been received.
<u>2023/72 (F&P)</u>	<u>Item 72: Declarations of Interests</u> Councillor John Housley declared an interest in item 2023/70 'Grant Applications - Chapelgreen Community Hub and Fridge'. He confirmed that he would not vote on this item and would leave the room while it was being considered.
<u>2023/73 (F&P)</u>	<u>Item 73: Exclusion of Press and Public</u> The Chairman explained that she considered that all or part of three items required the exclusion of the press or public due to the confidential nature of the business to be considered. These were 2023/76 (F&P) 'To consider and make recommendations to Council on the budget and precept for 2024/2025', 2023/77 (F&P) 'Contract Renewal' and the consideration of item

	<p>2023/79 (F&P) ‘Grant Applications’.</p> <p>Proposed by Councillor Victoria Bowden and seconded by Councillor Susan Davidson and RESOLVED: That the press and public be excluded from items 2023/76 (F&P) ‘To consider and make recommendations to Council on the budget and precept for 2024/2025’, 2023/77 (F&P) ‘Contract Renewal’ and the consideration of item 2023/79 (F&P) ‘Grant Applications’. <i>(7 in favour)</i></p>
<u>2023/74 (F&P)</u>	<p><u>Item 74: Finance and Premises Committee Minutes</u></p> <p>An update was provided on a few actions not already covered as part of the agenda.</p> <p>Special mention was made to progress with 2023/58 (F&P) ‘replacement of the photocopier at the Council Offices’ and that part (b) of item 2023/75 (F&P) ‘To consider monthly accounts schedule and budget update’ that covered improvements to benches in Ecclesfield Park. It was agreed that both issues should be added to the agenda of the next meeting of the Finance and Premises Committee.</p>
<u>2023/75 (F&P)</u>	<p><u>Item 75: To consider monthly accounts schedule and budget update</u></p> <p>A verbal and written update was provided on the bank reconciliation and monthly accounts (including variances) up to the end of October 2023. These were then discussed.</p> <p>Proposed by Councillor John Housley and seconded by Councillor Adam Hurst and RESOLVED: That the monthly accounts schedule and bank reconciliation up to the end of October 2023 be endorsed. <i>(7 in favour)</i></p>
<u>2023/76 (F&P)</u>	<p><u>Item 76: To consider and make recommendations to Council on:</u></p> <p>(i) Budget for the financial year 2024/2025. (ii) Precept for the financial year 2024/2025.</p> <p>A detailed discussion took place on this.</p> <p>(a) Proposed by Councillor Michael Levery and seconded by Councillor Susan Davidson and RESOLVED: That it is recommended to Council that draft budget (as shown at appendix A) for the financial year 2024/2025 be approved. <i>(7 in favour)</i></p> <p>(b) Proposed by Councillor Michael Levery and seconded by Councillor Michael Morrissey and RESOLVED: That it is recommended to Council that there should be a 4% increase in the precept demand for 2024/2025. <i>(7 in favour)</i></p>
<u>2023/77 (F&P)</u>	<p><u>Item 77: Contract Renewal</u></p> <p>Members were informed that the contract for Broadband with BT is up for renewal. This was then discussed.</p> <p>Proposed by Councillor Mike Levery and seconded by Councillor Adam Hurst and RESOLVED: That it is agreed that the Council should extend its contract with BT for a further three years’ subject to the confirmation that it includes extra back-up to avoid critical data loss. <i>(7 in favour)</i></p>

<p><u>2023/78</u> <u>(F&P)</u></p>	<p><u>Item 78: Disposal of Council Assets</u></p> <p>The Committee considered the disposal of three redundant scanners.</p> <p>Proposed by Councillor Michael Levery and seconded by Councillor Susan Davidson and RESOLVED: That the Council agrees to gift three scanners to local community groups or organisations.</p> <p style="text-align: right;"><i>(7 in favour)</i></p>
<p><u>2023/79</u> <u>(F&P)</u></p>	<p><u>Item 79: Grant Applications</u></p> <p>A grant application from Chapelgreen Community Hub and Fridge was considered.</p> <p>Proposed by Councillor Adam Hurst and seconded by Councillor Susan Davidson and RESOLVED: That it is recommended to Council that a grant of £1,646.19 be awarded to Chapelgreen Community Hub and Fridge for meals and hampers as well as a basic laptop and printer.</p> <p style="text-align: right;"><i>(6 in favour)</i></p>
<p><u>2023/80</u> <u>(F&P)</u></p>	<p><u>Item 80: Grant Monitoring</u></p> <p>An update was provided on the various monitoring forms received and those still outstanding.</p> <p>It was confirmed that Grant Monitoring Forms have been received from:</p> <ul style="list-style-type: none"> • Thorncliffe Football Club (Covid Grant) • Chapeltown W.I <p>The one still outstanding is:</p> <ul style="list-style-type: none"> • High Green Athletic Football Club. <p>The Chairman confirmed that she was still chasing up this one.</p> <p>It was also reported that a request had been received from Friends of Lound Academy seeking to amend their grant award. A representative from the group was in attendance to discuss this. It was agreed that the group would provide additional clarification on what the grant had been spent on and the proposed use of the underspend. Once this information had been satisfactorily provided, the request would then be discussed at the next meeting of the Finance and Premises Committee.</p>
<p><u>2023/81</u> <u>(F&P)</u></p>	<p><u>Item 81: Date and Time of Future Meetings</u></p> <p>It was confirmed that the next Finance and Premises Committee is scheduled to take place on Thursday 18th January 2024 at 7.15 pm at the Council Offices.</p>