



**Minutes of the Finance and Premises Committee Meeting  
held on Thursday 9th November 2023 at the Council Offices**

**Commenced: 7.30 pm - Concluded: 9.15 pm**

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

**Absent Councillors.** Susan Davidson.

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

**Members of the Public.** One (Councillor Alan Woodcock)

**Chairman’s Announcement**

The Chairman, Councillor Kate Guest, welcomed Councillor Michael Morrissey to his first meeting of the Committee, and reported that Councillor Dr. John Bowden would be substituting for Councillor Susan Davidson in accordance with Standing Order 4v. She then outlined the procedures to ensure that the meeting was effective, lawful and safe.

**Public Participation Session**

There were no questions asked.

**2023/62  
(F&P)**

**Item 62: Apologies and Reasons for Absence**

The Clerk reported that he received one from Councillor Susan Davidson.

Proposed by Councillor John Housley and seconded by Adam Hurst and **RESOLVED:** That the apology and reason given for absence by Councillor Susan Davidson be approved.  
*(7 in favour)*

**2023/63  
(F&P)**

**Item 63: Declarations of Interests**

The Clerk reported that he had not received any.

**2023/64  
(F&P)**

**Item 64: Exclusion of Press and Public**

The Chairman explained that she considered part of one item that required the exclusion of

	<p>the press or public due to the confidential nature of the business to be considered. This was 2023/69 c (F&amp;P) 'Grant Monitoring'.</p> <p>Proposed by Councillor Adam Hurst and seconded by Councillor Michael Levery and <b>RESOLVED:</b> That the press and public be excluded from item 2023/69c (F&amp;P) 'Grant Monitoring'.</p> <p style="text-align: right;"><i>(7 in favour)</i></p>
<b><u>2023/65</u></b> <b><u>(F&amp;P)</u></b>	<p><b><u>Item 65: Finance and Premises Committee Minutes</u></b></p> <p>The approved minutes and associated actions of the 19<sup>th</sup> October 2023 Finance and Premises Committee meeting were considered. Updates were provided on a small number of actions not already covered as part of the agenda. These included progress with 'disposal of the safe' 2023/56 (F&amp;P) and 'replacement of the photocopier at the Council Offices' 2023/58 (F&amp;P).</p>
<b><u>2023/66</u></b> <b><u>(F&amp;P)</u></b>	<p><b><u>Item 66: To consider monthly accounts schedule and budget update</u></b></p> <p>A verbal and written update was provided on the 2023/2024 budget (including variances), bank reconciliation and monthly accounts up to the end of September 2023. These were then discussed. A discussion also took place about the £1,000 earmarked for improvements to benches in Burncross.</p> <p>a) Proposed by Councillor John Housley and seconded by Councillor Michael Levery and <b>RESOLVED:</b> That the monthly accounts schedule, 2023/2024 budget update and bank reconciliation up to the end of September 2023 be endorsed.</p> <p style="text-align: right;"><i>(7 in favour)</i></p> <p>b) Proposed by Councillor John Housley and seconded by Councillor Victoria Bowden and <b>RESOLVED:</b> That it is recommended to Council that the £1,000 earmarked for improvements to benches in Burncross be 'vired' for improvements to benches in Ecclesfield Park (see also minute 2022/68 (FC)).</p> <p style="text-align: right;"><i>(7 in favour)</i></p>
<b><u>2023/67</u></b> <b><u>(F&amp;P)</u></b>	<p><b><u>Item 67: The Alan Greaves Community Room</u></b></p> <p>A detailed discussion took place on this. This covered its usage, current fee structure, advertising and caretaker. It was agreed that an action plan should be prepared, the focus of which should be on maximising occupancy of the Community Room, and that a draft of this Action Plan should be brought to a future meeting of the Finance and Premises Committee as soon as practical. The introduction of folding tables and chairs should also be considered as part of the Action Plan.</p>
<b><u>2023/68</u></b> <b><u>(F&amp;P)</u></b>	<p><b><u>Item 68: Notice Board Improvements</u></b></p> <p>A verbal update was provided by the Clerk. The main area of discussion was the Council's policy concerning the dedication of Council notice boards. It was also noted that one of the Council's dedicated benches had been removed.</p> <p>Proposed by Councillor John Housley and seconded by Councillor Victoria Bowden and <b>RESOLVED:</b> It is recommended to Council that, in principle:</p> <p>(a) One of the noticeboards in Grenoside be dedicated to Christopher Birkby (former Councillor and Chairman of the Parish Council) subject to his approval to this proposal.</p> <p>(b) Any present or subsequent Councillor who has been a Chairman of the Parish Council be offered one of the notice boards in the wards (s) they represented be dedicated to then when they are no longer a Councillor (unless they have been disqualified).</p>

**2023/69**  
**(F&P)**

**Item 69: Grant Monitoring**

An update was provided on the various monitoring forms received and those still outstanding.

It was confirmed that Grant Monitoring Forms have been received from:

- St Mary's Friday Play group
- Thorncliffe Football Club (Covid Grant)
- High Green W.I
- Burncross Action Team
- Ecclesfield Priory Players
- P.A.S.T Ways Ltd
- Thorncliffe Community Sports

The ones still outstanding are:

- High Green Athletic Football Club.
- Friends of Lound Academy PTA.
- Grenoside and District Local History Group.
- Chapeltown W.I.
- Thorncliffe Football Club Ward Based).

The Chairman and Vice-Chairman confirmed that they were chasing up the five outstanding monitoring forms for the groups listed immediately above.

It was also reported two applications had been received from groups seeking to amend their grant award. These applications were then discussed.

Proposed by Councillor Adam Hurst and seconded by Councillor John Housley and **RESOLVED:** That it is agreed that Grenoside Singers be allowed to spend the residual amount of their grant award (£288.42) on the purchase of additional music sheets (see also minute 2023/11 (FC)).

(7 in favour)

A resolution proposed by Councillor John Housley and seconded by Councillor Dr. John Bowden *'That it is recommended that Chapeltown Hockey Club be allowed to spend the residual amount of their grant award (£1,061) on the purchase of new club kit in particular towards club socks'* (see also minute 2022/135 (FC)) failed. There were 2 votes in favour, 4 against and 1 abstention.

**2023/70**  
**(F&P)**

**Item 70: Date and Time of Future Meetings**

It was confirmed that the next Finance and Premises Committee is scheduled to take place on Thursday 14th December 2023 at 7.30 pm at the Council Offices, not 7.15 pm as originally suggested.