



Public Participation Session

The Clerk explained that Richard Dewsbury, Area Manager of the Sheffield City Council's Parks and Countryside Service, who was hoping to attend to provide an update on improvements to parks and green spaces in the Parish had been unable to. Richard had arranged for a short-written report to be prepared, which the Clerk read out. It was also reported that Richard had offered to attend a future meeting, which was welcomed.

The Chairman of the Council, Councillor Susan Davidson, then presented former police constable for the local area Jamie Congreve a Chairmans Award for his tremendous work in the community and wished him good fortune in his new role.

**Draft minutes of the Finance and Premises Committee Meeting
held on Thursday 21st March 2024 at the Council Offices**

Commenced: 7.30 pm - Concluded: 9.15 pm

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

Absent Councillors. None.

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

Members of the Public. None.

Chairman's Announcement

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

**2023/102
(F&P)**

Item 102: Apologies and Reasons for Absence

It was reported that there were none.

**2023/103
(F&P)**

Item 104: Declarations of Interests

There were none received.

<p><u>2023/104</u> <u>(F&P)</u></p>	<p><u>Item 104: Exclusion of Press and Public</u></p> <p>The Chairman explained that she considered that two items required the exclusion of the press or public due to the confidential nature of the business to be considered. This were 2023/108 (F&P) 'Contract Renewal' and that part of 2023/110 (F&P) Grant Applications dealing with the consideration of the two grant applications received.</p> <p>Proposed by Councillor John Housley and seconded by Councillor Adam Hurst and RESOLVED: That the press and public be excluded from items 2023/108 (F&P) 'Contract Renewal' and that part of 2023/110 (F&P) 'Grant Applications' dealing with the consideration of the grant applications received.</p> <p style="text-align: right;"><i>(7 in favour)</i></p>
<p><u>2023/105</u> <u>(F&P)</u></p>	<p><u>Item 105: Finance and Premises Committee Minutes</u></p> <p>An update was provided on the various actions not covered as part of the main agenda. Special mention was made to items 98: Dedication of Ecclesfield Parish Council benches; 99: Grant Applications and 100: Grant Monitoring.</p>
<p><u>2023/106</u> <u>(F&P)</u></p>	<p><u>Item 106: 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 and forecast budget outturn for the financial year 2023/2024) up to the end of January 2024. These were then discussed.</p> <p>The Clerk was asked whether a schedule detailing the qualifying developments that contributed to the Parish Council's share of CIL receipts for this financial year as well as a forecast for the following year could be provided. He said it could and would ensure they would be sent to all members of the Committee.</p> <p>The Clerk was also asked whether the Committee at its next meeting could begin the process of considering the use of any under spends from this financial year. The Clerk said that while the end of year accounts would not be finalised by then, members could start the discussion if they wish.</p> <p>Proposed by Councillor Susan Davidson and seconded by Councillor John Housley and RESOLVED: That the monthly accounts schedule, bank reconciliation and budget update up to the end of January 2024 be endorsed.</p> <p style="text-align: right;"><i>(7 in favour)</i></p>
<p><u>2023/107</u> <u>(F&P)</u></p>	<p><u>Item 107: Large Grants Programme</u></p> <p>(a) To consider the principles and procedures for the Large Grant Programme for 2024/2025. (b) To receive a verbal report on a proposed 'Meet the Funder' type event organised by the Council.</p> <p>This item was the subject of a detailed debate. A verbal and written report was provided on the proposed revised principles and procedures for the Large Grant Programme for 2024/2025.</p> <p>This was followed by a verbal report by the Chairman of the Council, Susan Davidson, on a proposed 'Meet the Funder' type of event, the first of which was proposed to take place in September 2024. The general view was that this had merit and that initially Ecclesfield Charities and the 6 Sheffield City Council ward Councillors (as managers of Sheffield City Council's ward pot) be also invited to take part in the event together with representatives of the Parish Council.</p>

	<p>The Chairman of the Council went onto to give a presentation that set out a 'high level concept' for how a revised Large Grants programme might be operate. Again, the general view was that this had merit and should be developed further. A few suggested amendments were made to the concept, which were agreed. The Clerk stressed that any additional staff implications would need to be carefully considered at the operational stage.</p> <p>(a) Proposed by Councillor Michael Morrissey and seconded by Councillor Susan Davidson and RESOLVED: That it is recommended to Council the revised principles and procedures for the Large Grant Programme for 2024/2025 (as shown at appendix A) be approved in principle.</p> <p style="text-align: right;"><i>(7 in favour)</i></p> <p>(b) Proposed by Councillor Adam Hurst and seconded by Councillor Michael Morrissey and RESOLVED: That subject to the agreed amendments being made, that it is recommended to Council that principle of the proposed 'Meet the Funder' event and the high level concept for the revised Large Grants Programme (as shown at appendix B) be approved.</p> <p style="text-align: right;"><i>(7 in favour)</i></p>
<u>2023/108</u> <u>(F&P)</u>	<p><u>Item 108: Contract Renewal</u></p> <p>The Council's contract for water supply to the Council Offices was discussed.</p> <p>Proposed by Councillor John Housley and seconded by Councillor Adam Hurst and RESOLVED: That it is agreed to enter into a procurement exercise to renew its water supply contract and that Utility Aid be asked to undertake this on behalf of the Council.</p> <p style="text-align: right;"><i>(7 in favour)</i></p>
<u>2023/109</u> <u>(F&P)</u>	<p><u>Item 109: Land Registry</u></p> <p>A discussion took place about updating the various details (Council's contact address and description of use) with the Land Registry in relation to the Council Offices</p> <p>Proposed by Councillor John Housley and seconded by Councillor Victoria Bowden and RESOLVED: That it is recommended to Council that its details with the Land Registry in relation to the Council Offices be updated and the Clerk establish the likely costs to undertake this.</p> <p style="text-align: right;"><i>(7 in favour)</i></p>
<u>2023/110</u> <u>(F&P)</u>	<p><u>Item 110: Grant Applications</u></p> <p>Applications from Ecclesfield Gala Committee and Friends of Chapeltown Park were considered.</p> <p>(a) Proposed by Councillor Victoria Bowden and seconded by Councillor Michael Morrissey and RESOLVED: That it is recommended to Council a grant of £1,795 be awarded to Ecclesfield Gala Committee to help organise and deliver the 2024 Ecclesfield Community Gala.</p> <p style="text-align: right;"><i>(7 in favour)</i></p> <p>(b) Proposed by Councillor Susan Davidson and seconded by Councillor John Housley and RESOLVED: That a grant of £200 be awarded to Friends of Chapeltown Park for prizes and materials in support of the Chapeltown Easter Egg hunt.</p> <p style="text-align: right;"><i>(7 in favour)</i></p>
<u>2023/111</u> <u>(F&P)</u>	<p><u>Item 111: Grant Monitoring</u></p> <p>An update was provided on the various monitoring forms received and those still outstanding.</p> <p>a) It was reported that a Grant Monitoring Form had been received from Grenoside and District Local History Group.</p>

	<p>b) It was reported that the grant monitoring forms were still more than 6 months outstanding from:</p> <ul style="list-style-type: none"> • Ecclesfield Spartans FC • High Green Athletic Football Club and • Chapeltown Community Market <p>The Clerk reported that since the agenda was issued a grant monitoring form had been received from Chapeltown Community Market, which was being considered.</p> <p>The Chairman states that she would chase up Ecclesfield Spartans and continue to chase High Green Athletic Football Club.</p>
<p><u>2023/112</u> <u>(F&P)</u></p>	<p><u>Item 112: Date and Time of Future Meetings</u></p> <p>It was confirmed that the next Finance and Premises Committee will take place on Thursday 18th April 2024 at 7.15 pm at the Council Offices.</p>

NB the two attachments (see Item 107) also require attaching which I will do.