

**Minutes of the Meeting of the Finance and General Purposes Committee held on
Tuesday, 15 March 2016 in the Civic Chamber, Council Offices, Skelmanthorpe**

PRESENT: Cllrs G Turner, B Jewitt, P Flinders, P Cassidy, M Blanshard, R Gott, J Depledge N Denby and S Hellewell. Cllr Turner (Vice Chair of F&GP Committee) to Chair the meeting in the absence of Cllr Brook.

APOLOGIES: Cllrs J Cook & R Brook

IN ATTENDANCE: C Wadsworth, Clerk to the Council

15/042 Declarations of Interest

No declarations were received.

15/043 Open Session

There were no members of the public present.

15/044 Apologies for Absence

Reasons for absence from the meeting were submitted from Cllrs J Cook & R Brook. **RESOLVED** that the reason for absence submitted by the councillor be accepted as valid.

15/045 Admission of the Public

RESOLVED that there were no items requiring the exclusion of the press and public.

15/046 Countryside Officer Update

The Clerk reported that the post had now been advertised, with an additional cost as reported via email of £60 for the advert to go on-line with the Countryside Job Service. The Clerk was currently drawing up interview questions and a draft contract for the post.

15/047 New Homes Bonus

The Clerk advised that the full amount of grant requested had been granted subject to the purchase of the building going through. The approved contractor had been contacted, and Cllr Jewitt would liaise with them on a work schedule.

15/048 Pension Auto Enrollment

The Clerk advised that the WYPF need to be formally approved as the pension scheme for auto enrolment.

RESOLVED that the WYPF would be the approved pension scheme for auto enrolment in order to meet legal duties under the Pensions Act 2008.

15/049 Request for Internet Banking

RESOLVED that Denby Dale Parish Council apply for signatories to be authorised for internet banking via the Cooperative Bank and complete and return the forms to the Clerk.

15/050 Schools Grants

- Kayes First & Nursery School – **RESOLVED** that the school provide further information on the request for the Clerk to circulate to the Finance Committee for approval prior to award.
- Skelmanthorpe First & Nursery School – **RESOLVED** that the grant for marking the outdoor environment be awarded using the General Power of Competence provided by the Localism Act 2011.
- Denby CE First School - **RESOLVED** that the grant for gardening equipment be awarded using the General Power of Competence provided by the Localism Act 2011.
- Scissett CE First School - **RESOLVED** that the grant for sports/play area equipment be awarded using the General Power of Competence provided by the Localism Act 2011.
- Denby Dale First & Nursery School - **RESOLVED** that the grant for stay and play equipment be awarded using the General Power of Competence provided by the Localism Act 2011.

15/051 Review of Policies

- Health & Safety Policy – **RESOLVED** that the current policy in place was satisfactory
- Risk Assessment – **RESOLVED** that the risk assessment submitted by the Clerk be approved
- Statement of Internal Control and Annual Review of Effectiveness of Internal Control – **RESOLVED** that the existing Statement of Internal Control and the Effectiveness of Internal Control were satisfactory

- Financial Regulations – **RESOLVED** that the changes submitted by the Clerk to reflect the revised NALC template should be recommended for adoption by the Full Council with the additional wording 'where practicable' to para 11.h.
- Scheme of Delegation – **RESOLVED** that this be accepted as amended
- Model Publication Scheme – **RESOLVED** that the scheme currently in place was satisfactory and didn't need updating
- LGPS Discretions Statement – **RESOLVED** that the discretions statement was satisfactory
- Adoption of Training Statement of Intent – **RESOLVED** that the council adopt the draft Training Statement of Intent as submitted by the Clerk.

15/052 Skelmanthorpe Library Building Asset Transfer Update & Churchfield Lease Update

The Clerk reported that we should have received the document for signing which was probably in the library. The Clerk also reported the issue of insurance, and was requested to find out how much contents insurance would be on top of the original quote, and to forward information on whether Kirklees Council would be removing any fixtures and fittings from communal rooms to Cllr Turner. The Clerk reported that a photographic schedule was being prepared for Churchfields Lease Agreement as requested by Kirklees Council.

15/053 Approval for Payments over £500 to be published.

RESOLVED the list of payments submitted by the Clerk be published on the council's website.

15/054 Expenditure Review

RESOLVED that the expenditure review submitted by the Clerk be accepted.

15/055 Orders for Payment

RESOLVED that the orders for payment no.651 totalling £60 be approved for payment.

15/056 Date of next meeting

The next meeting is scheduled for 14 June 2016

Signed..... **CHAIR**