

**Minutes of the Meeting of the Finance and General Purposes Committee held on
Tuesday 13 March 2018 in the Civic Chamber, Council Offices, Skelmanthorpe**

PRESENT: Cllrs M Blanshard S Hellewell, R Gott, N Denby, P Flinders, G Turner, J Depledge and R Brook.

APOLOGIES: Cllrs J Cook & M Wood

IN ATTENDANCE: C Wadsworth, Clerk to the Council

16/137 Declarations of Interest

No declarations of interest were received

16/138 Open Session

No members of the public were present

16/139 Apologies for Absence

Reasons for absence from the meeting were submitted from Cllrs Cook & Wood

RESOLVED that the reasons for absence submitted by the councillor be accepted as valid.

16/140 Admission of the Public

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

16/141 Budget 2017/18 and Budget 2018/19

The expenditure review and Council Building expenditure and income were discussed. Cllr Brook noted the agreed level of reserves would be higher this year due to underspend on some budget lines, and asked councillors to consider this for discussion at the June Finance meeting.

RESOLVED that the Expenditure and Income to date be accepted.

16/142 Further Development of our archives website

Cllr Brook reminded councillors that it had been agreed that the council could vire up to £5,000 to update the archives website further. This work had now begun, with approx. 500 new photographs being added. Cllr Shaw also had some Emley charities ledgers which could be added, but which would need a specialised scanner. It was agreed to investigate the hire/loan of a scanner first before considering purchase of a scanner and assess the price differences before making a decision.

16/143 Community Infrastructure Levy

Cllr Turner updated councillors on the on-going public examination, which, if the Local Plan was adopted would result in 15% of the CIL being available to the parish council. This would be 25% if a parish had a Neighbourhood Plan. Regulations stated how the money could be spent. Cllr Turner agreed to circulate further information.

16/144 Review and Adoption of Policies

- Review of existing Data Protection Policy and NALC template Privacy Policy/GDPR Toolkit
- GDPR Data Audit
- GDPR Privacy Notices

RESOLVED that the existing Data Protection Policy be retained with minor amendments, as a working document which would be amended as more information comes forward regarding the GDPR from the Information Commissioners Office.

RESOLVED that the Data Audit and Privacy Notices be adopted by the Council, as amended, again with the understanding that these documents would be amended as further information on the regulations emerges. These documents to be made public as appropriate by the Clerk.

- Health & Safety Policy
- Risk Assessment
- Statement of Internal Control and Annual Review of Effectiveness of Internal Control
- Financial Regulations
- Scheme of Delegation
- Model Publication Scheme
- LGPS Discretions Statement
- Allotments Risk Assessment

RESOLVED: That the policies listed above be accepted with amendment to the Clerk's delegated spend on the council building being increased to £2,000.

16/145 Approval for Payments over £500 to be published on website

RESOLVED that the payments be published on the website without the Skelmanthorpe Textile Heritage Centre short term loan which had been repaid in full.

16/146 Review of Asset Register

RESOLVED to accept the review of the asset register.

16/147 Schools Grants

- Denby CE First School – request for £500 towards ‘Change for Life’ Coach
- Emley First School – request for £500 towards wellbeing & nurture room equipment
- Skelmanthorpe Academy – request for £500 towards cost of polytunnel and planters
- Cumberworth First School – request for £500 towards ‘Circusology Day’.
- Scissett CE Academy – request for £500 for ‘Whole School Maths Day’.

RESOLVED that all the grants above are awarded using the Power of General Competence provided by the Localism Act 2011.

16/148 Orders for Payment

RESOLVED that orders for payment number 703 totalling £1475.09 be approved for payment

16/149 Date of next meeting

The next meeting is scheduled for 12 June

Signed..... CHAIR