

**Minutes of the Meeting of the Finance and General Purposes Committee held on
Tuesday 12 March 2019 in the Civic Chamber, Council Offices, Skelmanthorpe**

PRESENT: Cllrs M Blanshard, S Hellewell, R Gott, P Flinders, G Turner, W Simpson, R Brook & J Cook.

APOLOGIES: Cllrs J Depledge & N Denby

IN ATTENDANCE: C Wadsworth, Clerk to the Council

16/181 Declarations of Interest

No declarations of interest were received

16/182 Open Session

No members of public were present

16/183 Apologies for Absence

Reasons for absence from the meeting were submitted from Cllrs Depledge & Denby

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

16/184 Admission of the Public

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

16/185 Budget Outturn 2018/19

Budget Outturn – The Budget Outturn was noted by councillors

Insurance Renewal – **RESOLVED** that the Council renews its insurance with Zurich for 5 years

Churchfield Mowing Quotations: **RESOLVED** that the contract be awarded to Nigel Hardy for 5 years subject to satisfactory performance and a contract being signed.

16/186 Policy Review

- Review GDPR policy
- 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 with revisions be accepted with revisions to the GDPR to remove references to 'DPO' and inserting 'Council' due to the council not employing a DPO. Revisions were also made to the Financial Regulations and the Clerk was asked to investigate controls for breach of IT systems on the Risk Assessment and to update this as necessary.

16/187 Approval for Payments over £500 to be published on website

RESOLVED that the list of payments be added to the website

16/188 June Textile Festival

RESOLVED that the Council, Library Service, and Friends of the Library could:

1. have free use of the whole building for displaying materials subject to existing bookings, during the festival running from 10 -15 June,
2. Run workshops to be charged via normal booking procedures at the normal rates (children's activities running for free)
3. To allow the sale of exhibits by exhibitors subject to satisfactory checks with the council's insurance policy.

16/189 Archives Website – Cllr Brook spoke to the Committee regarding the previously mentioned photos and other information on 'old Emley' from the late John Aspinall's estate which he proposed to have uploaded to the archives website at a cost of up to £1000.

RESOLVED that the information be uploaded to the website at a cost of up to £1,000.

16/190 Review of Asset Register – **RESOLVED** that this be accepted as presented by the Clerk.

16/191 Building Update:

- Cllr Brook noted that the picture rails were now on order to go up initially in the IT room.
- Cllr Gott informed the Committee that the tenders had been sent out to three small decorating companies and that the colour scheme was to be light grey, as in the small upstairs office. The library room would have to be Kirklees corporate colour scheme. Cllr Turner would check with Adult Social Care on the position with dementia friendly schemes for colour.
- It was agreed that the handyman be requested to remove all hessian noticeboards and that these should not be put back up again in line with advice on fire risks. The decorators had also been asked in the tender not to replace the pictures and to fill in all holes.
- It was noted that it was acceptable for Cllr Gott to meet all decorators tendering on site to show them around as he had worked on the tender process.
- Cllr Brook mentioned that Dave Wilde had agreed to tidy up the front area of the building, with the suggestion of a bench possibly being placed however this should be considered further. He also informed councillors that the building group were investigating a potential wildlife area at the back of the building which was on unregistered land. The Clerk read out advice from a solicitor which highlighted the difficulties in registering land as the parish council had no existing activities on it.

16/192 Schools Grants for

- Denby Dale First & Nursery (£500 for nurture room)
- St Aidan's School (£500 for rainbow room)
- Skelmanthorpe Academy (£500 for outdoor area improvements)

RESOLVED that the three schools grant applications listed above be approved using the General Power of Competence provided by the Localism Act 2011

16/193 Orders for Payment

RESOLVED that orders for payment number 729 totalling £4287.78 be approved for payment

16/194 Date of next meeting

The next meeting is scheduled for 11 June 2019

Signed..... CHAIR