

**Minutes of the Meeting of the Finance and General Purposes Committee held on  
Tuesday 14 March 2017 in the Civic Chamber, Council Offices, Skelmanthorpe**

**PRESENT:** Cllrs G Turner, B Jewitt, P Flinders, R Gott, J Depledge, M Wood, M Blanshard, N Denby and R Brook.

**APOLOGIES:** Cllr S Hellewell

**IN ATTENDANCE:** C Wadsworth, Clerk to the Council

**16/088 Declarations of Interest**

No declarations of interest were received.

**16/089 Open Session**

No members of the public were present

**16/090 Apologies for Absence**

Reasons for absence from the meeting were submitted from Cllr Hellewell. **RESOLVED** that the reason for absence submitted by the councillor be accepted as valid.

**16/091 Admission of the Public**

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

**16/092 Budget 2016/17 and Expenditure Review**

The expenditure review and Council Building expenditure and income were discussed. Virements as requested by the Clerk on the Building Budget and Administration budget were also reviewed, however it was felt that a more accurate picture would be achieved by not viring funds.

**RESOLVED** that the expenditure review be approved.

**RESOLVED** not to vire funds to the Building Budget and Administration budget.

**16/093 Budget 2017/18**

A discussion was held around the Council's reserves which had increased due to the large budget items such as Community Grant Aid and Allotments Fund. This had been desirable due to increased responsibilities such as the Community Asset Transfer of the Council Building. Cllr Brook suggested that the level of reserves should be discussed further at the F&GP to be held in June.

The increased costs for the Employment Budget were discussed, due to the increase in employer contributions by the West Yorkshire Pension Fund. A further breakdown of the contributions had been received and tabled on the day.

**RESOLVED** to recommend to Full Council to increase the budget line for Employment Costs to £50,000 from reserves.

The increase in Insurance costs was discussed, in light of the further costs due to insuring the building, lifts and vehicle and the 12% increase in Premium Tax.

**RESOLVED** to recommend to Full Council to increase the budget line for Insurance to £3,200 from reserves, thereby increasing the Budget for 2017/18 to £215,682

**16/094 External Auditor**

**RESOLVED** to note that the appointed External Auditor for the parish council would be PKF Littlejohn.

**16/095 Grants**

Schools Grant: **RESOLVED** to award Cumberworth CE (A) First School a grant of £500 towards the cost of a gazebo and flooring using the General Power of Competence provided by the Localism Act 2011.

Community Grant: **RESOLVED** to award The Friends of Churchfield Group a partial award of £315 towards the first two grass cuts at Churchfields, without further obligation, whilst the parish council consider the matter further at the June F&GP. Awarded using the General Power of Competence provided by the Localism Act 2011.

**16/096 Review of Policies:**

- Health & Safety Policy – **RESOLVED** that the current policy in place was satisfactory with the addition of the Countryside Office as a First Aider.
- 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 Financial Regulations as amended were satisfactory.
- Scheme of Delegation – **RESOLVED** that the Scheme of Delegation as amended was accepted.
- Model Publication Scheme – **RESOLVED** that the scheme in place was satisfactory.
- LGPS Discretions Statement – **RESOLVED** that the discretions statement was satisfactory.
- Council Building Booking Procedures – **RESOLVED** that the booking procedures, as amended by the F&GP, be accepted.

**16/097 Approval for Payments over £500 to be published**

**RESOLVED** that the Clerk publish the payments list on the Council’s website.

**16/098 Feedback and Discussion on the Local Authorities Property Fund**

**RESOLVED** that this be discussed at the June F&GP when Mark Davis of CCLA will be attending.

**16/099 Orders for Payment**

**RESOLVED** that orders for payment number 677 totalling £7411.19 be approved for payment

**16/100 Date of next meeting**

The next meeting is scheduled for 13 June

Signed..... **CHAIR**