

BARWICK in ELMET & SCHOLES PARISH COUNCIL

MINUTES of a meeting of the Finance and General Purposes Committee held on 12th December 2019 at 7pm at the John Rylie Centre

PRESENT: Councillor Glyn Davies (Chair)
Councillors Claire Hassell Jacqueline Ward Joanne Austin
Graham Slater

In attendance: The Clerk/Responsible Financial Officer (RFO)

1 **APOLOGIES.** Cllrs. Dales and Walsh.

2 **OPEN FORUM ISSUES/SUGGESTIONS.** It was decided to remove this as a standing agenda item for all future meetings.

3 **DECLARATIONS OF PECUNIARY INTEREST.** None.

4 TO SIGN AND APPROVE THE MINUTES

It was **resolved** that the minutes of the Committee meeting of 19th September 2019 be approved and that the Chair sign the minutes, all in favour.

5. ADDITIONAL WORK REQUESTS, COSTINGS AND ACTION

- **Scholes Lodge Lane wall work and garden area** – update
Two quotes had been obtained for clearing the area. At least one of the quotes had not taken into account the statement of works submitted and therefore the quotes were not comparable, therefore both had been asked to requote for the work. Cllr. Hassell had met on-site with one possible contractor. There followed a discussion about whether this work was the preferred option with alternative suggestions for the future of this land being put forward.
As there was no overall agreement, it was decided to have an on-site meeting and to invite representatives of Scholes in Bloom and those residents whose properties are most closely affected. A meeting was set for 21st December 2019 at 10am. **ACTION – The Clerk to invite other Parish Councillors plus those suggested above.**
- **Barwick septic tank**– update
Cllr. Hassell had obtained water bills from the cricket club and it had been possible to make comparisons about usage. A quote had been received for a cesspool and others were awaited, Cllr. Remmer was taking the lead on this. Cllr. Davies had conducted some research online. **ACTION – Cllr. Davies to pursue a quote.**
- **Secondary water meters at Scholes** – update
The Clerk had met on-site with a potential contractor and a quote was awaited. **ACTION – The Clerk to pursue other quotations.**

6. ASSETS

There was a need to update the asset list in Barwick in Elmet. **ACTION – Cllr. Davies to survey the bins in Barwick. The Clerk to contact former Councillors for their recollections.**

7. SPORTS PAVILION IN SCHOLES

- It was noted that since the last Finance and General Purposes (F&GP) Committee meeting, FC Scholes had reneged on their agreement to use the pitch and pavilion before they had signed a formal agreement. They had still not returned the keys.
- Cllr. Slater had reviewed the arrangements with the energy supplier and the supply to the Pavilion was now on a better tariff. A smart meter had been installed.
- The five-year electrical inspection had been completed that morning and a certificate valid for five years obtained.

- There was discussion about hire charges and whether there should be reduced rates for Parish community groups with charitable status. **ACTION – Cllr. Slater to establish the legal capacity for hiring the function room. Cllr. Slater to obtain quotes for improved heating, a fire alarm system and PAT testing in order to present this information to the full Parish Council (PC) for consideration.**
- The Clerk had received an enquiry for a 70th birthday party booking on 5th January for about fifteen people. **ACTION – The Clerk to contact the organiser of this event and suggest that they arrange a viewing in order to make an informed choice.**
- The annual legionnaires risk assessment had been completed.
- The lack of progress in setting up a management working party to run the Pavilion was noted.

8. RISK ASSESSMENT LIST

This was up to date.

9. STANDING ORDERS.

Having received advice from the Yorkshire Local Councils Associations and the Internal Auditor, it was agreed that the Standing Orders, as revised, be presented to the PC for formal approval. **ACTION – Agenda item for the next PC meeting.**

10. PROGRAMME OF WORKS SCHEDULE.

There was discussion about the ongoing maintenance of the defibrillators, in particular regarding spare pads and batteries. **ACTION - the Clerk to check the defibrillator paperwork for the access code. Cllrs. Beaumont and Remmer to be contacted for information.**

11. ANNUAL AGENDA ITEMS

It was **resolved** to recommend to the full PC that the precept be held at the 2019 level. **ACTION – Agenda item for the next PC meeting.**

12. OTHER AGENDA ITEMS

Disappointment was expressed with the number of strings of Christmas Lights on the tree opposite Saint Philip's Church. There appeared to be only two strings, the quotation was not specific. Confirmation of the number of strings agreed had not been received.

The meeting closed at 9:45pm

Signed
Chair

13th February 2020