

MINUTES of a meeting of the Finance and General Purposes Committee

held on Monday 14th December 2021 at 7pm in Scholes Pavilion.

PRESENT: Councillor Claire Hassell (Chair)
Councillors Phil Maude Stella Walsh
Graham Slater Jacqueline Ward

In attendance: The Clerk.

- 1 **APOLOGIES.** Cllrs. Brunt and Remmer.
- 2 **DECLARATIONS OF PECUNIARY INTEREST.** None.
- 3 **MINUTES OF PREVIOUS MEETING.** It was **resolved** that the minutes of the Committee meeting (7/2021) held on 9th November 2021 (44-46) having been circulated, be approved.
- 4 **UPDATES ON MATTERS PREVIOUSLY DISCUSSED**
 - 4.1 **Precept and finalisation on the budget.**
 - a. It was noted that the Consumer Prices Index was 3.8% in the 12 months to October 2021 with new figures to November 2021 due to be released on 15th December.
 - b. It was noted that the Skelton's Lane development was incorrectly considered by Leeds City Council (LCC) to be in the Parish and therefore any future precept request would not include these properties. LCC had indicated that they might seek to recover incorrectly raised precept from the PC, however, the PC had notified LCC of its precept requirement and the PC should not be liable if LCC collected this incorrectly.
 - 4.2 **"Vision for the Future".**
 - c. It was noted that the FCC Communities Foundation Finance Agreement has been signed and returned.
 - d. A confirmation letter had been sent to the contractor.
 - 4.3 **Scholes Lodge Lane**
 - e. It was noted that the work has been completed. There was a query whether lime putty had been used as this was an historic wall in a conservation area. It was agreed that as a statutory consultee on planning matters, the PC should endeavour to ensure compliance with planning regulations going forwards but that as this work had now be completed, retrospective corrective action would only be taken in the event of a complaint leading to enforcement action. There had been comments that the three sleepers looked like Christ and the apostles, the contractor had agreed to address this. There had been lots of positive comments about the quality of the work and that the area looks much better.
 - 4.4 **Benches consultation**
 - f. The decision of the PC that residents in the Parish be consulted about the provision of benches along the lines suggested by Cllr. Brunt was noted. In his absence, it was agreed to defer this item to the next meeting.
- 5 **WORK REQUESTS**
 - 5.1 **Crossland Mews**

There had been a complaint that flagstones on the small plot of PC land near Crossland Mews had sunk and were creating a trip hazard. It was felt that the location of these flagstones presented a very low risk and that the removal of two stones would address the concerns. Cllrs. Hassell and Walsh would meet on site to confirm that this action was appropriate.
 - 5.2 **Ditch at Hall Tower Hill**

A quotation of £342 for clearance of weed growth from the ditch at Hall Tower Hill was considered and it was agreed that this be part of the 2022/23 budget.
 - 5.3 **Newsletter**

It was noted that the 2021/22 budget for the newsletter had been exceeded with another edition still due before the end of financial year. The printing cost per newsletter had risen from £230 each time (2,500 copies for an eight-page newsletter on standard paper) to £400 (2,550 copies for a twelve-page newsletter on recycled paper). It was **resolved** that the 2022/23 budget for the newsletter be £1,760 (i.e. £400 per newsletter with a 10% allowance for increases in price). The cost of envelopes and postage stamps for those newsletters posted would come out of the stationary budget. Those receiving the newsletter in the post would be given the option to receive it electronically. It was also noted that there was a considerable surplus of newsletters each time and the number of newsletters printed would be reduced to reflect the actual number of properties in the Parish.

A proposal by Cllr. Brunt to authorise the inclusion in the Newsletter of advertisements for (or sponsorships from) local businesses was not considered in his absence. Suggestions from other Councillors that the Committee sometimes considered matters outside of its remit were noted and it was felt that as this is a policy matter, it should be referred back to the PC for consideration.

5.4 Report listing assets and whether they are correctly identified as PC assets.

Cllr. Brunt's report was noted.

5.5 Trees on Barwick Sports Field

A request by Barwick in Bloom to plant trees on Barwick Sports field had been considered by the PC who had agreed in principle to the request (subject to determination of tree species). It was agreed that the PC buy trees to the value of £500 and that this be taken from the Barwick environmental budget.

6 TO RECEIVE THE MINUTES OF SUBCOMMITTEES WHO REPORT TO THE COMMITTEE

i. Pavilion Subcommittee

The draft minutes of their meeting of 23rd November had been circulated and the contents noted. Proposals regarding the use of the Pavilion for an outreach Post Office were noted. It was noted that there had been no progress with the canopy at Barwick Post Office which the PC had agreed to fund and the need to allow for this in the budget. It was noted that the Post Office were still awaiting planning permission. There would be an agenda item for the next PC meeting to consider a revision to the grants policy to include deadline dates.

ii. Scholes Lodge Farm Subcommittee

The draft minutes of their meeting of 29th September had been circulated and the contents noted. It was noted that their budget of £3,445 was considerably more than the usual annual expenditure with an increase in the number of cuts and a large increase in the cost of hedge cutting. A new grass cutting specification would be issued to potential contractors for 2022/23 and Cllr. Walsh would speak to the Chair of the subcommittee about this. It was **resolved** that the Chair of the Committee would speak to the Chair of the Committee about their budget proposals.

7. TO RECEIVE THE ACTION TRACKER

The Clerk went through the items on the Action Tracker reporting progress. The Clerk would chase the contractor due to cut the tree on Jack Heaps Field in December.

8. DATE OF NEXT MEETING

Tuesday 18th January 2022 at 7pm in the Pavilion.

There being no further business the meeting closed at 9:15pm.

Signed

Chair
18 January 2022