

Barwick in Elmet & Scholes Parish Council Finance and General Purposes Committee

meeting to be held on Tuesday 31 May 2022 at 7pm at the Pavilion

AGENDA

1. Apologies

To receive apologies for absence

2. To receive any declarations of interest not already declared under the Council's Code of Conduct or Members Register of Disclosable Pecuniary Interests and to receive and consider any applications for dispensation.

3. To **approve and sign the minutes** of the meeting of the Committees held on 12th April 2022 and 17th May 2022.

4. Insurance

To note that the insurance renewal is due on 1st June and to ensure the cover is appropriate to the needs of the Parish Council. To consider the valuation of the Pavilion and Barwick football changing rooms and whether the surface of the multi-use games area be added to the "Other Surfaces" category where there is currently a nil sum insured. Costs range from £130 + VAT for a desktop one or from £700 + VAT for a site visit.

5. To receive the Action Tracker.

5.1 Crossland Mews flagstones – update.

5.2 Hall Tower Hill: updates on,

a. Entrance Gate.

b. Actions following the meeting with Heritage England.

c. Tree work agreed at the Parish Council meeting.

5.3 Verity Strip – update.

5.4 Inventory of items stored in the garage.

5.5 Update on board listing all previous Chairs.

5.6 Meeting with Leeds Lights

5.7 Allotment Association

5.8 Platinum Jubilee – ensuring all preparation for the weekend is completed

6. Work requests

6.1 Assets

To consider any changes necessary to the asset register

6.2 Benches

a. To consider a final draft of the policy for formal adoption.

b. To note the decision of the Parish Council to allow the work necessary for the memorial bench on Rakehill Road to proceed.

c. To agree similar work for a memorial bench at Morgan Cross.

6.3 Complaints policy – to consider adoption of a revised policy.

6.4 Pavilion – update on hire and the multi-use games area and to consider getting quotations for the flagstones work and to note the offer of Cllr. Remmer to carry out inspections of the equipment (first inspections now carried out). To consider an official opening ceremony.

6.5 Policies, to consider revisions to the following documents as suggested at the Parish Council meeting.

a. Financial Regulations (to include changes suggested by the Internal Controls Officer and to clarify the role of the Committee in decisions about awarding grants)

b. Terms of reference for the Planning Committee (to remove the reference to three Councillors from each village)

c. Pavilion subcommittee (to include the multi-use games area in its area of responsibility)

- d. Revised Scholes Lodge Field subcommittee terms of reference (reflecting clarification that the land is known as Scholes Lodge field – not farm)
- 6.6** Equal Opportunities policy – to consider adoption the policy put together by the Working Party who considered this.
7. To receive the draft minutes of subcommittees who report to the Committee and to note any actions.
 - Scholes Lodge Field subcommittee meeting 23rd May 2022
 - Pavilion subcommittee meeting 24th May 2022
8. Date of next meeting
14th June 2022