

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

meeting to be held on Tuesday 4 October 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 Committee held on 12th July 2022
4. To receive the Action Tracker.
 - a. Crosland Mews flagstones – update and to consider an approach to the contractor who did the Japanese Gardens on Scholes Lodge Lane.
 - b. Hall Tower Hill. To consider the quotations received.
 - c. Verity Strip – update.
 - d. Equal Opportunities and Diversity policy – to consider adopting the draft policy circulated
 - e. Update on board listing all previous Chairs.
 - f. Benches policy
 - g. Pavilion flagstones - update
 - h. Peace Flame subcommittee – to note the advice of the Yorkshire Local Council's Associations (YLCA) regarding having a separate bank account.
 - i. Repair of sign in Barwick Village Hall car park.
 - j. Risk assessments – update on checks carried out
 - k. Review of policies/terms of reference.
5. **Budget 2023/24**
6. **Work requests**
 - 6.1 Asset register updates
 - 6.2 To note the reply of the Responsible Financial Officer to Leeds City Council regarding the annual Community Infrastructure Levy report. To note that there is over £15,000 not allocated to any projects and to consider proposals for this to recommend to the Parish Council
 - 6.3 Hedge cutting – Barwick Bowling Club/Football field
 - 6.4 To consider a proposal to put up a notice on Scholes Sports fields that all dogs on be kept on a lead
 - 6.5 To note that the deadline for notification of increase in allotment rents is 30th September and to consider a recommendation to the Parish Council (if it is unable to meet before that date).
 - 6.6 To consider automatic payment of the credit card used for Clerk's expenses in order to avoid late payment fees.
 - 6.7 Pavilion matters including a suggestion that the Clerk holds a petty cash float and to note the successful grant application for a defibrillator.
 - 6.8 To consider renewal of the licence from the Royal Mail for postage paid envelopes.
 - 6.9 To consider projects for Community Fund funding (deadline 31st October 2022).
7. To receive the draft minutes of subcommittees who report to the Committee and to note any actions.
 - Pavilion subcommittee – 20th July 2022. Update on Terms of Reference.
 - Scholes Lodge Field – 22nd September 2022
8. Date of next meeting

