

MINUTES of a meeting of the Finance and General Purposes (F&GP) Committee

held on Monday 12th January 2026 at 7pm, in Scholes Sports Pavilion.

PRESENT: Councillors Kinga Ragg (Chair) Brian Foxcroft Paul Remmer
Karen Dales Phil Maude Stella Walsh
Catherine Flynn

In attendance: One resident and the Clerk.

1 APOLOGIES.

Cllrs. Chris Shoesmith and Paul Walsh.

2 DECLARATIONS OF PECUNIARY INTEREST.

None.

3 MINUTES OF PREVIOUS MEETING.

It was **resolved** that the minutes of the Committee meeting 5/2025-26 held on 10th November 2025 (146-147) having been circulated, be approved and the Chair be authorised to sign.

4. ACTION TRACKER.

The village gateway entrance signs had been cleaned (A17). The following actions were still ongoing.

a. Interpretation Display Boards (A21).

The Clerk would make enquires about reordering the artwork.

b. List of ongoing maintenance jobs (A26).

Cllr. Foxcroft had produced a list of jobs needing maintenance. This had been arranged according to the location within the Parish and it was suggested that the list be arranged according to the type of job required. The list would be circulated to everyone. Cllr. Foxcroft had a contact with someone in the village. The list would be considered again at the next meeting with a view to paying for any necessary work out of the 2026/27 budget. Cllr. Foxcroft had been carrying out some inspections.

c. Broken goalposts on Jack Heaps Field (A59).

The Clerk now had all the parts needed and had tried to assemble the goal posts the previous Friday but ran out of time to complete. It was suggested that the Clerk get assistance from the person referred to in item 4b above.

d. Cutting the allotment hedges (A63).

The contractor doing the work had telephoned the Clerk that morning from the allotments. He was part way through cutting the hedge and just needed to clarify the scope of the work.

e. Stile onto Scholes Lodge Field (A66).

A consultation had been done and the deadline for comments had passed. There would be an agenda item at the next Parish Council (PC) meeting to consider this further.

f. Barwick playground (A100).

A working party had been formed (see the minutes of the PC meeting of 3rd November 2025, item 7.4, pages 871-872) but no meetings had taken place. Cllr. Ragg had prepared a plan of action and stages of progress and asked for this to be reviewed. The amended version would be circulated in time for the next PC meeting. A two-part consultation was proposed to involve the school and the newsletter/website.

g. Playground Inspections (A108).

The top of the van in Barwick playground had come off but on inspection, it was found it was not dangerous and just needed a screw putting in.

5. WORK REQUESTS

a. Report of budgeted spend vs. actual.

A report of budgeted spend against actual spend had been circulated and the contents noted. The actual spend on Hall Tower field, the Pavilion and Barwick football exceeded that budgeted for, the overall expenditure was within budget. The spend on Scholes allotments and associated grassland needed to be reallocated to show that it had come from earmarked reserves. Cllr. Ragg would tidy up the report. There were discussions about earmarked reserves, in particular, relating to Community Infrastructure Levy and the Peace Flame. The invoices for the Christmas Lights had come in the post that morning, the strings of lights in the Coronation Tree had not worked for the first week, the Clerk would see if an adjustment could be made to the amount invoiced.

b. Review of the Benches Policy.

The benches policy was reviewed. The list of options would be changed from “metal benches with arm rests” to “wooden benches with metal ends” (option 2). The word “should” would be changed to “will”. The list of things covered by sponsorships would be amended to include the base and the licence fee. Sponsors would be given the option to specify whether they wanted the inclusion of arm rests. The map of suitable locations was out of date; it only specified locations in Scholes and those locations had since been taken (or removed for other reasons). Jubilee gardens and the orchard in Barwick in Elmet (Tinker’s Dell) were suggested (not PC land), Cllr. Maude would have a word with an appropriate person about this. The document showing the list of locations would be removed from the website. Maintenance costs were considered; this would have to be a payment up front rather than on going fees and sponsors be made aware of the life expectancy of the bench. The paragraph giving the PC the right to relocate the bench would be amended to also give the PC the right to replace or remove a bench which had reached the end of its useful life.

c. Review of the Volunteer Policy.

The Volunteer Policy was reviewed. Paragraph 10 suggesting that the policy be reviewed annually would be changed. No one had ever signed the policy and the need for having such a policy was considered. It was felt that advice be sought from the Yorkshire Local Councils Associations (YLCA) and to this end, Cllr. Maude agreed to draft a suggested email. The Committee considered who volunteered for the PC and including a lady in Barwick in Elmet who carried out checks of both defibrillators on a voluntary basis. The revised policy would be circulated for comment.

d. Grass cutting contractor for the football pitches in Barwick and Scholes.

Following the PC meeting of 1st December 2025 (item 5e, pages 875-876), the grass cutting contractor had been sent an agreement to sign and had telephoned the Clerk to say that he was unable to continue to cut the grass. The Clerk was in the process of getting three quotations for both Barwick football pitch and Scholes. The list of football costs would be revised accordingly.

e. Asset register updates.

There was a query about the benches showing on the asset register as being outside the New Inn public house. It was felt that a previous landlord had replaced them with benches of his own. The Clerk would confirm the new locations of these, and the asset register updated accordingly. The Scholes allotments and associated grassland would be added to the register (each listed as a separate item), and the Clerk would ensure that the insurance company were aware. The new gates at the entrance to Scholes Lodge field would be added.

f. Risk assessments.

Cllrs. Remmer and P. Walsh were carrying out monthly inspections of the Multi Use Games Area (MUGA) and Barwick Playground respectively. Cllr. Foxcroft had obtained two quotations for the repair of the wall on Jack Heaps Field. There would be an agenda item next time to consider this and the insurance company would be made aware.

6. PAVILION MATTERS

The Clerk had had an email from someone asking if the tennis net could be put back up during the school Christmas holidays. It was felt that it would be unfair to ask the cleaner to do this, the net would be put back up in April/May. The previous Thursday, the cleaner had discovered that a water pipe in the loft space had burst and water was coming through the ceiling into the changing room closest to the car park. The stop tap had been located and he had turned off the water supply, both football clubs had been made aware and the Post Office (who were due in that afternoon) had been informed. There was a router in the loft space and the wi-fi was no longer working. One of the heaters had been turned off. Cllr. S. Walsh was meeting a plumber on Wednesday 14th (as the plumber contacted by the Clerk had not returned his telephone call). Cllr. S. Walsh would source materials from a local do-it-yourself store. There would be an agenda item at the next PC meeting to report this further.

7. SUBCOMMITTEES WHO REPORT TO THE COMMITTEE

There had been no meetings of either the Scholes Lodge Field subcommittee or the Peace Flame subcommittee since the November F&GP Committee meeting.

8. DATE OF NEXT MEETING

27th April 2026 at 7pm in Scholes Sports Pavilion.

The meeting closed at 8:20pm.

Signed

Chair