

Minutes & Proceedings of the Finance & General Purposes Committee Meeting

Held at the Community Centre Monday 14 September 2020

Present Cllr D, North (Chair), R, Booker, J Giles, K Wicks,
P Makinson, L Holt, P Archer, D Gill (Clerk)

11. Apologies for absences were received from Pat Ford and Barry Lee

12. Minutes of the previous meeting held at the Community Centre Monday 10 August 2020 were read.

13. Matters arising from the minutes of the previous meeting.

106 C. various Parking problems continues, the meeting agreed for a standard letter requesting responsible parking to be drafted up by the Clerk. Cllr D, North agreed to contact the PCSO's

14. Ratification of the minutes of the previous meeting.

Proposed ratification Cllr Archer seconded by Cllr Wicks the minutes of the F & G meeting held on Monday 10 August 2020 are ratified.

15. Accounts for payment.

A Cheque to the total value of £90 was approved for signing.

16. Monthly statement of accounts.

The Clerk produced a statement of Receipts and Payments up to and including the month of August 2020. Direct debits and card payments £1849.75.
Total expenditure for 2020 £13784.19 Total income for 2020 £43895.91.
Members accepted the figures and the clerk was thanked accordingly.

17. Annual Accountability Return 2019/20

The clerk confirm the annual audit report had been submitted and the Parish was awaiting a response.

The Clerk stated that the Authority has been selected as part of the random 5% sample subject to intermediate level review procedures this year and we have been asked to please send copies of the following additional documents which are requested for intermediate level procedures:

- A copy of the relevant minutes, agenda papers and any related reports from 2019/20 to support the setting of the budget for the subsequent financial year; and
- if the 2018/19 external auditor report included any 'except for' matters, copies of minutes and any agreed plan showing the corrective action taken to address these matters.

Additional documents were submitted and the file will now be passed to a member of the review team, and they will be in touch in due course should they have any further queries.

18. Items for Decision/ recommendations to the council

a. **That the Shafton Parish Council Standing Orders and Financial Regulations be adopted.**
Member agreed that the Shafton Parish Council Standing Orders and Financial Regulations be adopted.

b. **That the Shafton Parish Council Financial Risk Assessment be adopted.**
Member agreed that the Shafton Parish Council Financial Risk Assessment be adopted.

c. **Yorkshire Local Council Association**

The Clerk outline the costs of joining the Yorkshire Local Council Association

in The fee is based on electorate which is obtained from Barnsley Metropolitan Borough Council December each year. Based on an electorate of 1630 (as given by LDC) the fee for membership for Shafton Parish Council from 1 August 2020 to 31 March 2021 will be £684.

Members agreed to put this in abeyance due to the costs.

d. **The Council to appoint an internal auditor**

Members agreed to appoint Kingfisher accountants as our internal auditor at a cost of £300 plus VAT per annum.

19. Projects

a. **Picnic tables**

Members had previously requested that the Clerk investigate the costs and possibility of applying for a North East Ward Alliance grant to install of 2 Picnic tables in the Play area next to Shafton Community Hall.

The clerk reported that cost of supplying the picnic tables and installing it on a concrete pad will be £1500 + VAT. Each .The play area is owned by Barnsley MBC Parks Services and permission has been given to install the picnic table.

The meeting agreed that Parish would purchase one picnic bench at a cost of £1500 this would be used as match funding to apply for the second bench form the Ward Alliance.

b. **Bulb planting**

The Clerk suggested applying to the North East Ward Alliance for £200 worth of spring bulbs these would then be planted by volunteers. The meeting agreed.

c. **New Community Group**

The Clerk reported that Ann Moffatt Senior Organisations Advisor Barnsley CVS had agreed to support the Parish with forming a new community group. Ann Moffatt has said if we let her have the new group's name and what its intended activities or benefits are going to be she will be able to write constitution and give advice if needed.

The meeting agreed Shafton Community Wellbeing Group as the new name of the group and that Cllr P Makinson would be the chair of the group other new members to include:

Dave North Ruth Booker, Janice Giles and Mary Roystone

20. Correspondence.

a. A request was received from Mark Booth WBAFC Chairman asking if they can please use the changing facilities and kitchen for hospitality. Due to covid restriction the meeting agreed only to allow use of the toilets subject to following Government guidance on their use.

- b. A discussion took place on whether the bowling green should be reopened, the meeting agreed to keep the green shut due to covid restrictions.
- c. Weeds -A discussion took place regarding weeds in along path ways especially:
 - o Hazeldene Road and Close - the Clerk to contact Berneslia Homes for a site inspection
 - o A long the High Street work has been carried with the help of the North East Environment team but there is more to be done - Cllr North to inspect the area with the Caretaker.
- d. Cllr Makinson suggested fitting security Barrier to the Parish car park due to ongoing antisocial behaviour issues the meeting agreed to obtain costs.

21. Any other business.

Date and time of next meeting Monday 12 October 6pm Location Shafton Working Men's Club.

There being no further business the Chairman closed the meeting at 7:30pm