

Brinsworth Parish Council

MINUTES OF THE FINANCE MEETING HELD ON THURSDAY 22 JULY 2021

Those present :

Chair : Cllr C L Jones

Vice-Chair : Cllr K L Hollis

Councillors : Cllr A Buckley, Cllr J R Gelder, Cllr P Gregory, Cllr T Hannan, Cllr A Nocton, Cllr M Rollinson, Cllr J Watson

Officers : Mrs G Blank

2528F Public Question Time (20 minutes)

There were no members of the public in attendance.

2529F Apologies

Apologies have been received from Cllrs Chatwyn and Ridge and the reasons given were approved.

2530F Declaration of Members' Interests

The Chair asked members to express any declarations of interest either now or prior to the relevant agenda item being discussed.

Both Cllrs Gregory and Rollinson declared an interest in agenda items 8 & 9 but neither of these were a pecuniary interest.

2531F Approval of the Minutes of the Meeting held on :-

24th June 2021

RESOLVED: That the minutes of the meeting held on the 24th June 2021 are approved as a true and accurate record.

2532F To Receive Information on Ongoing Issues and Decide Further Action Where Necessary

There were no ongoing issues to discuss.

2533F Financial Report

a) To receive the up to date bank balance

The Clerk reported that the bank balance as at the 22nd July 2021 was £264,729.57

b) To receive and approve the bank reconciliation for June 2021

The Clerk had circulated the bank reconciliation prior to the meeting and this was checked against the bank statements and the total amounts on the receipts and payments list for the month.

RESOLVED: That the bank reconciliation for June 2021 is reconciled and approved.

c) To receive the first quarter budget report (April to June 2021)

The Clerk had circulated the first quarter budget monitoring report to Councillors prior to the meeting and explained the format of the document. The Clerk also explained that the budget headings were in line with accounting practices for a Parish Council.

The Clerk briefly explained how budgets were set and how the precept was arrived at,

including any increases imposed by the local authority for empty properties and non payments.

The Clerk informed Councillors that the budgets are set in December for the following year and are based on known costs plus additional projects.

The Clerk explained how any underspends could be moved to other projects or added to reserves with full Council approval.

The Clerk explained the purpose of reserves and the level they need to be maintained at to comply with financial regulations.

2534F Receipts & Payments

a) To risk assess the receipts and payments for June

A list of receipts and payments for June 2021 had been circulated prior to the meeting and Councillors asked the Clerk to explain any items that they needed clarifying.

RESOLVED: That the receipts and payments for June 2021 are checked, risk assessed and approved.

b) To approve the list of outstanding invoices for payment

The Clerk reported that there were no outstanding payments for approval.

The Chair informed Councillors that herself and the Vice Chair were now set up for online banking and had successfully made the staffing payments.

The Clerk said that the online banking procedure would need refreshing and a rota for authority drawing up so that it is not the same few Councillors doing the authorisation each week.

2535F Donations

- To consider a request from Friends of St George's Churchyard for a donation towards purchasing and installing a war memorial bench in the Churchyard.

The Clerk read out the request from the group and informed Councillors that the group was also asking Ward Councillors for a donation but there was still discussions taking place.

Councillors discussed the request and agreed that unless the group have the majority of the funding for the bench there seemed little point agreeing a level at this point and agreed to put it on a later agenda for discussion.

Cllrs Gelder, Hannan and Nocton all said that they would like to personally donate money towards the cost.

RESOLVED: That this matter is discussed at a future meeting.

2536F St George's Churchyard

- To approve a donation to The Rivers Team towards grounds maintenance costs during 2021.

Cllr Gregory explained that in previous years the Parish Council has paid for all the grass cutting costs at the Churchyard which is approximately £2,000 per annum (inclusive of VAT). More recently the Council asked the Church to contribute towards the cost from money it received from burials bringing the bill down to around £1,500 to the Parish Council.

Cllr Gregory informed Councillors that the Church was struggling to pay its bills and have asked if the Parish Council would reinstate paying for the full costs.

The Clerk suggested that if the bill was to be paid by the Parish Council they should pay the invoice directly and they would be in a position to claim back the VAT from HMRC.

The Chair said that she was happy for the Parish Council to take on the cost but would like the work to go out for tender before the contract is renewed, Councillors agreed.

RESOLVED: That the grass cutting invoice for 2021 is to be paid by the Parish Council and that future grass cutting of the Churchyard be put out to tender.

2537F Floral Decorations

a) To consider and approve the installation, or repositioning, of hanging basket brackets in other areas within the Parish if possible.

The Clerk had spoken to the Street Lighting manager at RMBC who had explained that only a certain type of lamp post can be used due to their height. Suitable roads for siting hanging basket brackets are Brinsworth Lane, Brinsworth Road, Bonet Lane, Whitehill Lane and Bawtry Road.

The Clerk said she would ask RMBC for street maps for these areas which showed where lamp posts were sited so that the Council could decide where to put more and / or redistribute existing baskets.

RESOLVED: That street maps are obtained to allow Councillors to consider where to reposition or add hanging basket brackets.

b) To consider and approve the future maintenance costs and ongoing liability of additional planters in the village to be supplied by Ward Councillors

The Clerk informed Councillors that the annual maintenance costs for the 5 planters supplied by Cllr Simpson was around £80 plus watering costs, this covers additional compost and seasonal bedding plants and comes out of the garden budget head. The original cost of each planter to buy, stain, fill with compost and buy plants was £700 and was purchased using CLF funding.

Once sites have been selected, which need to be easily accessible for the Parish truck, then the Council will need to apply for a licence to site the planters on the highway. The Parish Council will then become liable for any damage caused to the highway from said planters. Councillors considered the proposal.

RESOLVED: That Parish Council approves accepting the liability for new planters and their ongoing maintenance for the benefit of the village.

2538F Meetings

- To consider and approve the date of a Special Ordinary and Finance Meeting in August 2021

The Chair informed Councillors that until recently it was customary for the Council to take a summer break from meetings. In more recent years a general meeting and finance meeting have been arranged to deal with any urgent matters and she asked Councillors to consider this to avoid long meetings in September.

RESOLVED: That the Parish Council holds an Ordinary and Finance meeting on the 12th August 2021 to start at 6.30pm.

2539F Planning

- To consider a response to the application regarding a Service Station at Junction 33 of the M1

The Clerk informed Councillors that the planning permission for the service station has already been granted but this was an opportunity for residents to have a say in how it should look, layout, appearance, size etc.

Cllr Buckley gave Councillors a brief history on the project.

RESOLVED: That the Parish Council write to express their disappointment that this project is going ahead regardless of the detrimental affect it will have on Brinsworth and neighbouring villages and that the Parish Council would like to see more trees and noise barriers and restriction on lighting.

MEETING CLOSED: 19:15