

Brinsworth Parish Council

MINUTES OF THE FINANCE MEETING HELD ON THURSDAY 22 FEBRUARY 2018

Those present :

Chairman : Cllr J Williams

Vice-Chairman : Not Present

Councillors : Cllr R Bowler, Cllr A Buckley, Cllr D Dyson, Cllr Mrs P Gregory, Cllr Mrs M Hughes, Cllr S Ridge, Cllr Mrs M Rollinson, Cllr Mrs K Saxton, Cllr Mrs J Tompkins

Officers : Mrs G Blank

2366f Public Question Time (20 minutes)

There were no members of the public in attendance.

2367f Apologies

Apologies were received from Cllr Barry and the reason given was approved.

2368f Declaration of Members' Interests

The Chairman asked Councillors to make any declarations of interest prior to the relevant item being discussed.

2369f Approval of the Minutes of the Meeting held on :-

25th January 2018

RESOLVED: That the minutes of the meeting held on the 25th January 2018 are approved as a true and accurate record.

2370f To Receive Information on Ongoing Issues and Decide Further Action Where Necessary

2360f - Sports Activities - The Clerk informed Councillors that the application on behalf of Bowling Club for an Awards for All grant had been rejected as they didn't feel there was sufficient community input into the scheme. The Lottery did point out that they had received a large number of excellent applications and the decisions had been difficult to make. The Bowling Club are able to reapply and the Clerk said she would happily assist them.

2361f - Disposals - The Clerk confirmed that the items were ready for collection.

2362f - Play Equipment - Repairs to the Skatepark have been scheduled for before the Easter holidays.

2371f Financial Report

The Clerk reported that the current bank balances totalled £642,905.32 as at the 22nd February 2018. Copies of the bank reconciliation as at 31st January 2018 had been circulated in advance and the Chairman confirmed that the bank statements and bank reconciliation balanced for the period.

The 2017/18 budget report had also been circulated prior to the meeting and the Clerk pointed out any issues she thought Councillors should look at.

RESOLVED: That the financial reports are approved.

2372f Receipts & Payments

- To risk assess the receipts and payments for January 2018

The Clerk presented a list of receipts and payments to Councillors and they were reconciled against the bank reconciliation.

RESOLVED: That the receipts and payments list for January 2018 have been risk assessed and approved.

- To risk assess the petty cash reimbursement

The Clerk presented the petty cash reimbursement and list of transactions to Councillors and reconciled it against the payments list.

RESOLVED: That the petty cash reimbursement has been risk assessed and approved.

- To approve the payment of outstanding invoices

The Clerk made Councillors aware of the outstanding invoices for payment and presented the list for approval.

RESOLVED: That the outstanding invoices presented are approved for payment.

2373f Sports Activities

- To consider the proposal from RMBC
- To consider the proposal from Active Regen

The Clerk presented the information received from both RMBC and Active Regen on how the Parish Council's current funding arrangements for residents activities could be spent. Consideration was given to both proposals and discussions took place on the pro's and con's of both bids.

RESOLVED: That the Parish Council will work with RMBC to develop a programme that suits the Brinsworth Parish youths for the next 12 months and ask Active Regen if they will continue with the activities for older residents.

2374f Equipment

- To consider the request for caution signs on Brinsworth Playing Fields

Cllr Ridge had been asked by residents if anything could be done about the playing field paths in icy conditions after an elderly resident had had a fall. Aware that the Parish Council do not have enough funds to replace the footpaths, Cllr Ridge enquired if signs could be erected warning residents of the dangers. Councillors discussed the matter.

RESOLVED: that no further action be taken due to liability issues.

2375f Grounds Maintenance

- To approve the payment of RMBC Grounds Maintenance invoices by direct debit for 2018/2019

The Clerk reported that the annual Grounds Maintenance cost for 2018/19 will be £18,339.90 + VAT (a 3.9% increase on 2017/18). RMBC have asked the Parish Council to consider paying via direct debit in 12 monthly instalments in future in an effort to save time and money.

RESOLVED: That the Parish Council agree to pay the 2018/19 Grounds Maintenance bill in 12 monthly instalments by direct debit.

2376f Review of Bowling Green Charges

- To consider the charges for the 2018 season

The Clerk reminded Councillors of the charges for 2017. Following discussions around encouraging usage and potential disruption to the players Councillors proposed the following charges for 2018:

Season Ticket = £40
Full price = £3.00
Concessions = £2.50
Juniors = £1.50

RESOLVED: That the proposed reduction in charges for 2018 are approved.

2377f Review of Football Pitch Charges

- To consider the charges for the 2018/2019 season

The Clerk reported that due to the lack of changing room facilities during the 2017/18 season pitch fees were reduced from £65 to £45. It was agreed that there was likely to be continued disruption into the 2018/19 season and that the pitch fees should remain the same to reflect this.

RESOLVED: That the Football pitch charges for 2018/19 season be kept at £45.

2378f Resource Centre

- To receive an update after the 4th site meeting

The Clerk informed Councillors that the building was now estimated to be a month behind schedule and the likely hand over date is now the end of June 2018, this is due to the bad weather conditions throughout January and February. The Council's architects are happy that this delay is unavoidable.

There are still unresolved issues that the Parish Council need to discuss and resolve and it was agreed that these should be looked at as a matter of urgency. The Clerk was asked to look at arranging a separate early evening meeting.

- To receive an update on recruitment

The Clerk reported an excellent response to the advertising campaign for the Centre Manager and Assistant Manager posts. Cllr Saxton pointed out an error with the advertisement with regards to the funding of the Assistant Manager post and the Clerk acknowledged that this was correct.

2379f Staffing Issues *

- To receive an update on the Caretakers post

The Clerk and Chairman updated Councillors on the current situation with the caretakers and the issues were discussed. The Clerk informed Councillors that an update meeting with the caretakers had been arranged and that Cllr Williams and Cllr Barry would be attending,

RESOLVED: That the meeting with the caretakers take place and that Cllr Williams, Cllr Barry and the Clerk take any action necessary to resolve the issues.

- To approve the staff holiday entitlements to be consistent with all employees

Due to the lateness of the meeting this item was deferred to the next meeting.

2380f Staff Salaries Annual Review *

- To consider the extent of any increase in employee salary rates for 2018/2019

Due to the lateness of the meeting this item was deferred to the next meeting.

MEETING CLOSED AT 21.00