

Brinsworth Parish Council

MINUTES OF THE FINANCE MEETING HELD ON THURSDAY 20 DECEMBER 2018

Those present :

Chairman : Cllr J Williams

Vice-Chairman : Not Present

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

Officers : G Blank

2509f Public Question Time (20 minutes)

A member of Brinsworth Community Trust was in attendance to observe the meeting.

2510f Apologies

Apologies were received from Cllrs Barry, Buckley and Tompkins and the reasons given were approved.

2511f Declaration of Members' Interests

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

2512f Approval of the Minutes of the Meeting held on :-

22nd November 2018

RESOLVED: That the minutes of the meeting held on the 22nd November 2018 are approved as a true and accurate record.

2513f To Receive Information on Ongoing Issues and Decide Further Action Where Necessary

There were no issues to discuss.

2514f Financial Report

- To receive and approve the financial report.

The Clerk reported that the current bank balance totalled £183,264.45 as at the 20th December 2018. Copies of the bank reconciliation as at 30th November 2018 had been circulated in advance of the meeting and the bank statements and bank reconciliation balanced for the period.

RESOLVED: That the financial report as at the 30th November 2018 is approved.

2515f Receipts & Payments

a) To risk assess the receipts and payments for November 2018

The Clerk presented the list of receipts and payments to Councillors for the month of November 2018 and they were checked against the bank reconciliation.

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

b) To risk assess the petty cash reimbursement

The Clerk presented a list of petty cash payments made for the claim period and Councillors checked the amount reconciled against the list of payments.

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

c) To approve the payment of outstanding invoices

The Clerk made Councillors aware of the outstanding invoices for payment and presented the list for approval. The Clerk pointed out that those items relating directly to The Centre were highlighted in Green.

RESOLVED: That the list of outstanding invoices is approved for payment.

2516f Brinsworth Library

- To receive an update

The Clerk reported no further progress on the project but did inform Councillors that she was due to meet with RMBC to discuss the VAT issue and look at funding for the replacement trees early in the new year.

RMBC are insistent that the project needs to come in within the £210K budget so have asked the Parish Council to look at reducing any costs wherever possible, they will also look at their costs.

2517f Funtime Pre-School *

- To approve the hire rates from 1st April 2019

Councillors discussed the request from Funtime Pre-School to reduce the rent for 2019/2020. The Clerk presented the running costs for the Pavilion as requested at a previous meeting to enable Councillors to make any informed decision. Councillors had a lengthy discussion of the options but came to the conclusion that the current hire rate was a fair reflection of the facilities offered.

RESOLVED: That the Clerk inform Funtime Pre-School that there will be no reduction in the hire charges for the Pavilion in 2019/2020. Rates will be reviewed in line with increased running costs during budget setting. The Clerk will also invite the Committee to meet with the Parish Council to discuss the issue further.

2518f Staffing Issues *

- To consider and approve the resignation of one of the Amenity Attendants

The Clerk read out a letter to Councillors from one of the Amenity Attendants who intends to retire on the 20th January 2019.

At this point the Clerk does not propose to find a replacement but look at actual requirements to cover the workload. This will not cause an issue for the other Attendants as it is a quiet time of the year for them.

RESOLVED: That the letter of resignation be accepted and a replacement Attendant be considered at a later date.

MEETING CLOSED AT 20:20

* Press and Public Excluded