

Brinsworth Parish Council

MINUTES OF THE FINANCE MEETING HELD ON THURSDAY 08 AUGUST 2019

Those present :

Chairman : Cllr A Buckley

Vice-Chairman : Not Present

Councillors : Cllr D Barry, Cllr R Bowler, Cllr D Dyson, Cllr Mrs P Gregory, Cllr Mrs M Hughes, Cllr Mrs K Saxton, Cllr Mrs J Tompkins

Officers : Mrs G Blank

2599F Public Question Time (20 minutes)

There were no members of the public in attendance.

2600F Apologies

Apologies were received from Councillors Ridge, Rollinson and Williams and the reasons given were approved.

2601F Declaration of Members' Interests

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

2602F Approval of the Minutes of the Meeting held on :-

4th July 2019

RESOLVED: That the minutes of the meeting held on the 4th July 2019 are approved as a true and accurate record.

2603F To Receive Information on Ongoing Issues and Decide Further Action Where Necessary

2597F - The Clerk reported that the blinds for The Centre had been installed.

2604F Financial Report

The Clerk reported that the bank balance totalled £142,792.85 as at 8th August 2019. She also informed Councillors that there were uncashed cheques to the value of £56,489.63 from Brinsworth Community Trust.

The Clerk reported that the bank statements for Santander have now been received.

Copies of the bank reconciliation as at 31st July 2019 had been circulated prior to the meeting and Councillors checked that the bank statements and bank reconciliation balanced for the period.

RESOLVED: That the financial report is reconciled and approved up to 31st July 2019.

2605F Receipts & Payments

a) To risk assess the receipts and payments for June 2019

The Clerk presented the list of receipts and payments for the month of June and the total for each was checked against the totals on the bank reconciliation.

RESOLVED: That the receipts and payments list for June 2019 have been risk assessed and approved.

b) To risk assess the petty cash reimbursement

The Clerk presented the petty cash reimbursement for approval and Councillors checked it for accuracy.

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

c) To approve the payment of outstanding invoices

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

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

2606F Village Fete

7th July 2019

The Clerk asked Councillors to consider any donations they wanted to make for help at the 2019 Village Fete and this was discussed and approved.

RESOLVED: That donations for help at the 2019 Village Fete are made as follows:

St John Ambulance - £100

Brinsworth Manor Infant School - £50

Brinsworth Manor School Caretaker - £50

Staff - £50 for each staff member who worked on the day.

Any Others - The Clerk was asked by Cllr Rollinson to mention the youngsters who helped set up and pack away on the day - £10 Meadowhall gift voucher each approved.

2607F Resource Centre

a) To consider and approve the draft formal loan agreement between BPC and BCT (document supplied).

The Clerk presented a loan agreement document that needed to be agreed between the Parish Council and Brinsworth Community Trust. Councillors reviewed the document and asked the Clerk to make a few amendments.

REOLVED: That subject to the requested amendments being made the document should be signed by the Chairman of the Parish Council and sent to Brinsworth Community Trust for their consideration and approval.

b) To consider and approve reallocating Parish Council funds to replace kitchen equipment for the Centre

The Clerk informed Councillors that the majority of the reconditioned kitchen equipment that was purchased for The Centre was either now broken or not working properly and the warranty given with them has now expired. The company that supplied the equipment were charging £50 a call out but have now ceased trading.

The Clerk updated Councillors on the budget position and highlighted projects that could be deferred in order to purchase the new equipment needed.

Councillors discussed the issues and agreed that throwing more money at the old equipment was not cost effective. The Clerk explained that going forward the Trust would be required to purchase replacement equipment, Councillors agreed and

asked that insurance be put in place to cover this going forward.

RESOLVED: That the Clerk can reallocate a budget of £5,000 towards purchasing new kitchen equipment for The Centre and that additional insurance should be sort to cover the cost of replacing this equipment in future.

2608F Brinsworth Library

The Clerk informed Councillors that the concrete foundation had now been laid and was being left to set, the drain work had been completed. The steel framework and bricks are to be delivered next week.

Preparation work has started on the construction of the steps and these should be delivered and completed in the next 3-4 weeks.

The first invoice has been received by the contractor and an invoice has been raised by the Assistant Clerk to reclaim the monies from RMBC.

The contractor has offered to get a price for installing a speed hump in The Centre car park whilst the tarmac company are on site to make good the car park. Councillors discussed the idea and decided this wasn't the best solution to solve the issues of visibility at the end of the driveway.

It was agreed that the neighbours of The Centre should be approached and asked if they would consider chopping down part of their hedge to improve visibility.

The Clerk agreed to speak to RMBC Road Safety Team to see what other measures could be put in place such as a mirror.

The Clerk is also to arrange for more signage to remind drivers that pedestrians are crossing the exit.

2609F Funtime Pre-School *

The Clerk informed Councillors of the amount outstanding from Funtimes unpaid invoices. The Committee are currently looking at all their outstanding debtors and getting in all outstanding funding so that they can settle their debts. The Clerk advised that she would update Councillors when she has heard from the Committee.

The closure of the pre-school means that there is currently an income shortfall of £17,554 which can be offset by deferring the changing room improvement project until next financial year if necessary. Any additional hirers of the Pavilion will help reduce this shortfall.

There has been no interest from the 2 advertisements for the Pavilion so far but the Centre staff are aware of its availability and are forwarding enquiries to us that they are unable to accommodate.

MEETING CLOSED 20:15

* Press and Public Excluded