

Brinsworth Parish Council

MINUTES OF THE FINANCE MEETING HELD ON THURSDAY 17 DECEMBER 2020

Those present :

Chairman : Cllr A Buckley

Vice-Chairman : Not Present

Councillors : Cllr Mrs P Gregory, Cllr Mrs M Hughes, Cllr S Ridge, Cllr Mrs M Rollinson, Cllr Mrs K Saxton, Cllr P Soper

Officers : Mrs G Blank, Mrs J Huddleston

2463F Public Question Time (20 minutes)

There were no members of the public in attendance.

2464F Apologies

Apologies have been received from Cllr Mrs J Tompkins and Cllr J Williams and the reasons given were approved.

2465F Declaration of Members' Interests

The Chairman asked Councillors to declare any interests, pecuniary or another, either now or before the start of the relevant agenda item being discussed.

2466F Approval of the Minutes of the Meeting held on :-

26th November 2020

RESOLVED: That the minutes of the meeting held on the 26th November 2020 are approved as a true and accurate record.

2467F To Receive Information on Ongoing Issues and Decide Further Action Where Necessary

2454F (2448F) - Lease of Library land - The Clerk reported that the initial agreement had been signed and returned to RMBC. RMBC will now draw up a license agreement for the Parish Council to consider and approve.

2460F - Purchase of ride on Mower. The Clerk reported that she had not had time to look at this any further.

2468F Financial Report

a. To receive the up to date bank balance.

The Clerk reported that the bank balance as at 17th December 2020 is £237,947.84.

b. To receive and approve the bank reconciliation for November 2020.

The Clerk had circulated the November 2020 bank reconciliation prior to the meeting along with copies of the bank statements for checking. The figures were checked aloud and verified by Councillors.

RESOLVED: That the bank reconciliation for November 2020 is reconciled and approved.

2469F Receipts & Payments

a. To risk assess the receipts and payments for November 2020.

The Clerk had circulated the list of receipts and payments for November prior to the meeting. The total of each document was checked against the bank reconciliation to

ensure they corresponded. Councillors asked the Clerk to clarify any items they had questions about.

RESOLVED: That the receipts and payments for November 2020 are risk assessed and approved.

b. To approve the list of outstanding invoices for payment.

The Clerk shared the list of invoices for approval and discussed what each item was for where appropriate.

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

2470F License to Brinsworth Community Trust

The Clerk presented a revised version of the license agreement between the Parish Council and Brinsworth Community Trust to occupy The Centre. Councillors discussed the amendments and who should approve the license on behalf of each party.

RESOLVED: That the license agreement is approved and signed on behalf of the Parish Council and sent to the Community Trust for approval.

2471F Purchase of Equipment

- To approve the purchase of broadband for the Clerk

It was agreed that in order for the Clerk to be able to work from her home and conduct zoom meetings effectively her broadband needed to be improved. The Council discussed the issue and agreed that a new business line should be installed at the Clerk's home.

RESOLVED: That an additional broadband line be installed at the Clerk's home in order for her to be able to conduct Council business.

2472F Budget *

- To approve the 2021/22 draft budget (to be supplied in advance of the meeting for consideration)

The Clerk shared with Councillors a first draft budget and went through how the figures had been arrived at. The area that has most flexibility to adjust is in the projects budget heading as this is where contributions to reserves and projects are budgeted for.

The Clerk confirmed the current level of reserves was in line with required levels which is a third of the precept value.

Councillors were asked to review the budget in time for the January Finance meeting when the setting of the precept is to be discussed.

RESOLVED: That the budget for 2021/22 is reviewed and approved at the January Finance meeting.

2473F Precept *

- To consider and approve the level of precept for 2021/22 (analysis showing implications of increases will be supplied before the meeting)

The Clerk reported that RMBC had not sent out the Council Tax base for 2020/21 in

order to calculate the precept. RMBC have contacted all Parish Councils to inform them that the figure is unlikely to be issued until the end of the year.

The Clerk was unsure if RMBC would extend their deadline for precept submissions and advised Councillors that the Finance meeting in January may need to be brought forward.

RESOLVED: That this item is deferred until the January Finance meeting.

MEETING CLOSED: 19:20