

Brinsworth Parish Council

MINUTES OF THE PREMISES MEETING HELD ON THURSDAY 07 FEBRUARY 2019

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 : G Blank

737P Apologies

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

738P Declaration of Members Interests

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

739P Approval of the minutes of the meeting held on:-

6th December 2018

RESOLVED: That the minutes of the meeting held on the 6th December 2019 are approved as a true and accurate record.

740P To receive information on ongoing issues and decide further action where necessary

713P - The Clerk confirmed that both the Centre Manager and herself had written an apology letter to Mrs Morton. Mrs Morton has subsequently spoken to the Centre Manager and thanked her for the letters and is open to discussions with regards to getting involved with events in The Centre.

733P - The Clerk has spoken to DMBC regarding Pinders Circus and they have never had any problems them, they have given her the rates charged in previous years and the Clerk will now negotiate something with the Circus.

741P Update on Bookings

a) To receive an update on regular and one-off bookings for the Pavilion

The Clerk gave Councillors an update on bookings.

There is a possibility that the Saturday dance class will be finishing due to lack of numbers.

The Clerk has been approached by a puppy training class about hiring the Pavilion on a Monday evening for an hour. Councillors discussed the request and considered how this could affect the other users.

RESOLVED: That the puppy training class not be permitted in the Pavilion due to Health & Safety issues for the Pre-school and other users.

The Clerk advised Councillors that the next issue of the newsletter was to include an article about the availability in the Pavilion to drum up some new customers.

b) To receive an update on regular and one-off bookings for the Centre

As the Centre Manager had only recently attended a Parish Council meeting there

was no Centre update to share.

The Clerk gave a quick update on the Family open night and Table Top Sales which had both be received well from those attending.

742P Hire Charges

- a) To consider and approve the 2019/20 hire rates for the Pavilion.
- Regular Users
 - Private Hirers

Councillors discussed the current charges and agreed that to encourage new users it was important to leave the hire charges as they are.

RESOLVED: That the 2019 hire charges for the Pavilion remain the same as 2018.

- Funtime Community Pre-school

The Clerk updated Councillors on the financial position of Funtime and suggested the rates for 2019 remain the same as 2018 to assist them. Councillors discussed the issue.

RESOLVED: That the hire charges for Funtime Community Pre-school remain the same until the end of the academic year. The Clerk is to ask their committee to provide an update on their situation before they close for the summer holidays.

- b) To consider and approve the Bowling Green fees for 2019

The Clerk informed Councillors that it looked like another team would be moving to an alternative green for the new season. The Clubs still feel that the fees are too high in comparison with other greens. The Clerk suggested that some research be carried out to allow Councillors to make an informed decision at the next Premises meeting.

RESOLVED: That the Clerk compare green fees throughout the Borough for the next premises meeting so that competitive rates can be set.

- c) To consider and approve the Football Pitch fees for 2019/20 season

The Clerk informed Councillors that the football teams are asking when the changing rooms will be open again for them to use. She is looking into the possibility of getting a grant to refurbish them which could delay them opening in time for the new season.

RESOLVED: That the football pitch fees for the 2019/20 season are discussed at a later meeting to give the Clerk time to do more research into refurbishing the changing rooms.

743P Brinsworth Playing Fields

The Clerk asked for this item to be deferred to another meeting as there were more pressing issues to discuss on the agenda.

RESOLVED: That the open times of the play area are discussed at a future meeting.

744P Resource Centre

- a) To provide feedback to Trustees on their loan request for 2019/2020

At this point three members of Brinsworth Community Trust joined the meeting.

The Clerk informed the Trustees that the Parish Council had discussed the request for on going financial support in 2019/20 and due to the Financial Regulations that the Parish Council have to adhere to there would need to be caveats attached to the loan.

i) The Trustees will need to formally request the loan in writing and the Parish Council will reply in writing. A lending agreement will need to be signed by Trustees and returned to the Parish Council. Once this is completed the Clerk will then be able to transfer the first instalment of the loan into the Trust's bank account.

ii) As part of the conditions of the loan Trustees must adopt the following policies of the Parish Council:

- Standing Orders
- Financial Regulations
- Code of Conduct.

Only when all monies have been repaid can Trustees request for these conditions to be dropped. The Clerk agreed to send these policies again to the Trustees for them to look at.

The Clerk and Cllr Buckley explained to the Trustees that these policies are not set by the Parish Council but by the Government and intended to govern the way in which the public's money and facilities are used.

iii) As the value of the loan is over £2,000 a written report must be submitted to the Parish Council on what the money has been spent on and accompanied with a financial statement.

iv) An initial amount of £15,000 will be transferred to the Trustees bank account. Additional amounts will be transferred on receipt of a formal request and a financial statement of spend and income.

Trustees asked when the lease agreement would be ready and the Clerk explained that until they are registered with the Charities Commission the Parish Council's solicitor can not start the process.

- b) To discuss the Rules and Regulations required to accompany the lease.

Prior to the meeting the Clerk had submitted a draft set of rules and regulations for Councillors to consider. She explained that she needed their input to complete the document and asked that they all have suggestions and amendments prepared for the next meeting.

RESOLVED: That Councillors consider what they wish to be included in the Rules and Regulations for the Ordinary meeting to be held on the 21st February 2019.

745P Brinsworth Library

- a) To receive an update.

The Clerk informed Councillors that RMBC had successfully negotiated a 12 month

extension to the section 106 agreement.

RMBC are now looking into whether they can deliver the project to keep costs down. The Parish Council do not have the ability to claim back VAT on the project but RMBC do. The VAT element is making the cost of the library too high.

The Clerk agreed to contact RMBC for an update on progress in time for the next meeting.

b) To discuss the proposed tree planting scheme.

Due to Standing Orders being called this item is to be deferred to a future meeting.

746P Grants

To consider and approve the Clerk looking into grant applications for:-

- a) The Changing Room Refurbishment
- b) Outdoor Exercise Equipment
- c) Bowling Green / Community Garden Project

Due to Standing Orders being called this item is to be deferred to a future meeting.

The Clerk informed Councillors of a confidential staffing issue that had been brought to her attention. Councillors discussed the issue and agreed that the Staffing Committee should take control of the issue and report back to full Council.

MEETING CLOSING 20.50