

Brinsworth Parish Council

MINUTES OF THE FINANCE MEETING HELD ON THURSDAY 25 NOVEMBER 2021

Those present :

Chair : Cllr C L Jones

Vice-Chair : Not Present

Councillors : Cllr A Buckley, Cllr J T Chatwyn, Cllr J R Gelder, Cllr P Gregory, Cllr T Hannan, Cllr A Nocton, Cllr S Ridge, Cllr M Rollinson, Cllr J Watson

Officers : Mrs G Blank, Mrs J Huddleston

2574F Apologies

Apologies have been received from Cllr Hollis and the reason given was approved.

2575F Declaration of Members' Interests

The Chair asked Councillors to make any declarations of interest either now or prior to the relevant agenda item being discussed.

2576F Approval of the Minutes of the Meeting held on :-

28th October 2021

RESOLVED: That the minutes of the meeting held on the 28th October 2021 are approved as a true and accurate record.

2577F To Receive Information on Ongoing Issues and Decide Further Action Where Necessary

2570(f) - Cllr Gregory gave The Clerk a key for the Churchyard gates and advised her that the gentleman currently opening them would like to continue to do so. The Clerk thanked Cllr Gregory and asked her to let the office know if anything changes. Cllr Gregory asked if a sign could be made to warn users that the ground may be slippery in adverse weather conditions.

RESOLVED: That the Clerk arrange for signs to be placed at the Churchyard warning of slippery services in adverse weather conditions.

2578F Financial Report

a) To receive the up to date bank balance

The Clerk informed Councillors that the bank balance at the 25th November 2021 was £350,643.62.

b) To receive and approve the bank reconciliation for October 2021.

Copies of the bank reconciliation for October 2021 had been circulated to Councillors prior to the meeting and the bank statement figures were checked against the document. The Clerk also asked Councillors to confirm that the totals on the receipts and payments spreadsheet matched.

RESOLVED: That the bank reconciliation for October 2021 is checked and approved.

2579F Receipts & Payments

a) To risk assess the receipts and payments for October 2021.

The Clerk had circulated the list of receipts and payments to Councillors prior to the meeting and asked if there were any queries to raise.

RESOLVED: That the receipts and payments for October 2021 have been risk assessed.

b) To approve the list of outstanding invoices for payment

The Clerk read out the list of outstanding invoices for payment to Councillors.

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

2580F Donations

a) To consider and approve donations for the Remembrance Service

The Clerk explained that in previous years the Parish Council had made donations to those people who assisted with the Remembrance Service. Councillors discussed the proposal.

RESOLVED: That a £100.00 donation be made to The Rivers Team for conducting the Remembrance Service and a £50 voucher be purchased for the Trumpet player as a thanks from the Parish Council.

b) To consider and approve a request for a donation of a raffle prize from Friends of Brinsworth Whitehill Primary School

The Clerk read out a letter from Friends of Brinsworth Whitehill Primary School who are raising funds for new sports and play equipment for pupils.

RESOLVED: That the Parish Council purchases 2 no. afternoon tea vouchers for 2 people from The Centre and donate them as raffle prizes.

2581F Budget

- To consider the first draft budget for 2022-2023

The Clerk had circulated the first draft budget to Councillors for their consideration prior to the meeting.

The Clerk explained the format of the spreadsheet and Cllr Chatwyn asked if an additional column could be added to show the percentage increase. The Clerk agreed to look at this and resend the spreadsheet to Councillors.

The Clerk went through individual lines of the budget report and explained the reasons for any increases and answered questions raised by Councillors.

The Clerk explained that the final budget would need to be set at the December finance meeting which is when the precept for 2022/2023 will also be set.

Cllr Jones asked which staff were on temporary contracts and the Clerk informed her that all Parish Council staff are on permanent contracts of employment. The Clerk informed Councillors that one of the Attendants would be possibly retiring in June 2022 but this had not been confirmed, should this happen she suggested that the Council review the need to replace the post on a like for like basis.

The current budget forecast does not include any new projects and Councillors were asked to consider these before the next meeting.

With inflation predictions on utility costs, waste disposal costs and pay increase the current budget will need to increase by approximately £26,000.00 which would be a 6% increase (in line with 2021), however the percentage increase imposed, if any, by RMBC has not yet been received.

Councillors were reminded that until the budget is approved by Council all conversations are to be kept confidential.

At the next Finance meeting the Clerk will be amending the budget document in real time.

MEETING CLOSED: 21.05