

The Centre, Brinsworth

MINUTES OF THE BRINSWORTH COMMUNITY TRUST MEETING HELD ON THURSDAY 17 FEBRUARY 2022

Those present :

Chair : Cllr C L Jones

Vice-Chair : Cllr K L Hollis

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

Officers : Mrs H Hall

187 Public Question Time

There were no members of the public in attendance.

188 Apologies

None received.

189 Declaration of Members Interests

The Chair asked members to express any declarations of interest either now or prior to the relevant item being discussed

190 Approval of the Minutes of the Meeting Held on :-

9th December 2021 and 20th January 2022

RESOLVED: That the minutes of the meeting held on 9th December 2021 are approved as a true and accurate record.

RESOLVED: That the minutes of the meeting held on 20th January 2022 are approved as a true and accurate record.

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

There were no ongoing issues.

192 Finances

a) To receive an up to date financial position

Cllr Jones to sign the bank reconciliation when received from the RFO.

Well Done H.Hall for purchasing the fridge for the café.

b) To receive an update on the Awards for All bid

H.Hall has spoken to John Bell regarding the plans. Parents and children, Brinsworth Academy, First Aid courses.

193 Update on Bookings

a) To receive an update on regular bookings

These had been sent to the Councillors prior to the meeting.

b) To receive an update on one-off bookings

These had been sent to the Councillors prior to the meeting.

194 Staffing

- a) To receive an update on the recruitment of café staff

Three applicants but only 2 interviewed. One was appointed with the hourly rate proposed at £7.00 and one of the caretakers would also be offered some hours.

- b) To approve till training for staff

RESOLVED: That till training has been arranged for 3rd March 2022. All Staffing.

195 Items Requested by Councillors

- a) To approve a written report on The Centre being produced by the Business Manager at least 3 clear days before every Trust meeting - Cllr Jones

RESOLVED: To trial a written report on the Centre being produced by the Business Manager for BCT meetings for one month.

- b) To discuss the document needed to replace the Scheme of Delegation - Cllr Jones

Look at the constitution, licence (out of date), governing document. Council minutes 2470F on 17th December 2020 licence approved. BCT updated on 14th January 2021 76a, Cllr Williams, Mrs S Widdowson.

Propose to look at the licence with amendments and the Clerk to present a revised version of the licence agreement between BPC and BCT to occupy The Centre.

Propose that the Clerk presents a document like the Scheme of Delegation to the next BCT meeting in order to approve The Centre's Senior Management Team to replace the scheme of delegation that was revoked on September 2021.

Propose to revisit the Governing document that was last revised on 22nd June 2020.

- c) To discuss and approve hiring the hall for pop up stalls for the Who is Your Neighbour project - Cllr Jones

The proposed date is Saturday 19th March 2022 and it was proposed to use the Tombola funds from the craft markets by offering payment to support a community event.

RESOLVED: That the £140 for the room hire would be paid from the BCT Tombola Fund.

- d) To receive an update of the independent stocktaker - Cllr Jones

Who's responsibility is this and how is it going?