

## The Centre, Brinsworth

### MINUTES OF THE BRINSWORTH COMMUNITY TRUST MEETING HELD ON THURSDAY 21 APRIL 2022

Those present :

Chair : Cllr K L Hollis

Councillors : Cllr A Buckley, Cllr J T Chatwyn, Cllr Mrs P Gregory, Cllr T Hannan, Cllr A Nocton, Cllr Mrs M Rollinson, Cllr J Watson

Officers : Mrs G Blank, Mrs H Hall

#### 208 Public Question Time

There were no members of the public in attendance.

#### 209 Apologies

Apologies have been received from Cllrs Gelder, Jones and Ridge and the reasons given were accepted.

#### 210 Declaration of Members Interests

The Chair asked members to declare any interests whether pecuniary or other either now or prior to the relevant agenda item.

#### 211 Approval of the Minutes of the Meeting Held on :-

24th March 2022

RESOLVED: That the minutes of the meeting held on the 24th March 2022 are approved as a true and accurate record.

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

There were no ongoing issues to discuss.

#### 213 Finances

a) To receive the up to date financial position

The Clerk reported that the current bank balance was £20,789.67 but April's salaries were still to be paid.

b) To receive and approve the bank reconciliation for March 2022

The Clerk had circulated the bank reconciliation document to Councillors prior to the meeting and the values were checked against the relevant bank statements.

RESOLVED: That the bank reconciliation is approved for March 2022

c) To receive and approve the receipts and payments for March 2022

The Clerk had circulated the receipts and payments for March 2022 prior to the meeting for Councillors to consider. No issues were raised.

RESOLVED: That the receipts and payments for March 2022 are approved.

d) To receive the up to date budget report

The Clerk had circulated a simple budget report to Councillors prior to the meeting. It was noted that although the Café was doing better than in previous years there still needed to

be some improvement. The bar is currently breaking even but more events are needed to cover the overheads of The Centre.

Room hire, Café and Bar takings need to be at a level to sustain the running costs of The Centre and hopefully generate enough to cover community events.

The Clerk said that the funding from the Parish Council would more than likely be required in the next couple of months to help while business picks up.

The Clerk also suggested that other funding streams to help be looked into. Cllr Nocton informed the meeting that it was likely that another rates rebate would be allocated to hospitality businesses.

Cllr Nocton asked if the solar panels generated much income. The Clerk explained that the quarterly cash back was not very much but the monthly bills had significantly reduced since the Trust joined the scheme.

#### **214 Update on Bookings**

- a) To receive an update on regular bookings
- b) To receive an update on one-off bookings

A list of bookings had been circulated prior to the meeting. Councillors noted an improvement in one off bookings. H.Hall said that confidence to hold events was slowly coming back. Cllr Nocton confirmed that he had noted a change in people's habits with many choosing to go home earlier than in the past.

#### **215 Craft Fayres**

- a) To consider and approve the frequency of the craft fayres (Cllr Ridge)
- b) To consider and approve the alternative types of markets (e.g. jumble sales / pre-loved)

The Clerk fed back in the absence of Cllr Ridge who had asked the question about the frequency of craft fayres and the cost to The Centre. H.Hall produced some paperwork on costings which showed some profitable events and some that made little money for the Trust. Councillors agreed that going forward this needed to be reviewed.

RESOLVED: That in future craft markets are kept to 4 seasonal ones per year.

The Clerk also informed Councillors that there was an appetite for different types of markets such as jumble sales, clothes sales and bric-a-brac. Cllr Nocton suggested even car boot sales. Councillors agreed that this was a good idea.

RESOLVED: That in future other types of markets are to be incorporated into the year.

Councillors then discussed what to do about the remaining dates. H.Hall said that due to the number of events on during November and December she is struggling to cover everything and would appreciate the number of craft fayres during this period be reconsidered. Several Councillors agreed that there were too many during this period.

RESOLVED: That the following schedule for markets be adopted:-

22.05.22 - Craft Fayre  
10.07.22 - Village Fete - craft stalls etc.

17.07.22 - Car boot in the Parish Council Car Park  
18.09.22 - Jumble Sale  
23.10.22 - Craft Fayre  
20.11.22 - Craft Fayre  
27.11.22 - Cancelled  
04.12.22 - Craft Fayre  
11.12.22 - Cancelled

**216 Staffing**

a) To discuss and approve the shortlisting of applicants for the various jobs advertised

H.Hall said she had received a poor response for the vacant positions with 1 applicant for the café position, no applicants for the cleaner and 5 for the front of house. With the exception of 1 applicant for the front of house she suggested that everyone is interviewed but was happy for Councillors to have a look for themselves.

RESOLVED: That candidates are interviewed as per H.Hall's suggestion.

b) To discuss and approve the interview panel and dates of interviews

H.Hall asked who was available to interview week commencing the 2nd May 2022. Various Councillors said they had some availability.

Cllr Nocton asked if it was necessary to have 2 Councillors on the interview panel, the Clerk replied that this was as per the current recruitment and selection policy. Councillors discussed this and agreed that it was probably not necessary for the lower level jobs in The Centre.

RESOLVED: That the recruitment and selection policy is amended to say that 1 Councillor plus the Business Manager are able to interview for all posts with the exception of the Manager's position which requires a minimum of 2 Councillors.

RESOLVED: That Cllr Hollis and H.Hall will conduct interviews on the 3rd May 2022

MEETING CLOSED: 19.25