

The Centre, Brinsworth

MINUTES OF THE BRINSWORTH COMMUNITY TRUST MEETING HELD ON THURSDAY 25 AUGUST 2022

Those present :

Chair : Cllr K L Hollis

Councillors : Cllr A Buckley, Cllr J R Gelder, Cllr P Gregory, Cllr T Hannan, Cllr C L Jones, Cllr J Watson

Officers : Mrs H Hall, Mrs L Szanto

242 Public Question Time

There were no members of the public in attendance.

243 Apologies

Apologies were received from Cllrs Chatwyn, Ridge and Rollinson and the reasons given were accepted.

244 Declaration of Members Interests

The Chair asked for any declarations prior to the meeting starting or before the relevant agenda item is discussed.

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

23rd June 2022

RESOLVED: That the minutes of the meeting held on 23rd June 2022 are approved as a true and accurate record.

246 To Receive Information on Ongoing Matters and Decide Further Action Where Necessary

There were no ongoing issues to discuss.

247 Finances

a) To receive the up to date financial position

HH reported that the financial position at 25th August 2022 is £15,649.99, with £5,161.16 earmarked for grant purposes.

b) To receive and approve the bank reconciliation for June and July 2022

The bank reconciliation had been circulated to Members prior to the meeting and Cllr Hollis checked that the figures balanced to those on the bank statement.

RESOLVED: That the bank reconciliations for June and July are approved.

c) To receive and approve the receipts and payments for June and July 2022

A list of receipts and payments for June and July had been circulated prior to the meeting.

Cllr Jones asked why the Nat West bank account had not been closed yet. HH said that this account was the one that all transactions went through. The Lloyds Bank was the one that the Awards 4 All money was in. HH to enquire what else is needed to be done for the Nat West to be closed and start using the Lloyds for every day banking.

Cllr Jones also asked who processes the wages and HH replied saying that she does with

members of the admin team cross checking with the printouts and bank transactions.

Cllr Gregory queried the card machine charges and HH said that she is still waiting for another card machine company to come back to her as it was suggested a few months ago that this would be in September 2022.

RESOLVED: That the receipts and payments for June and July 2022 are risk assessed and approved.

248 Update on Bookings

a) To receive an update on regular bookings

An update on bookings had been circulated to members in advance. HH highlighted that the Pilates classes on Thursday's was ceasing this week as the instructor was moving out of the area. An hour of the time had been filled by Zumba which will start on 1st September 2022.

b) To receive an update on one-off bookings

An update on bookings had been circulated to members in advance. HH also confirmed that the Doctors Surgery would be using The Centre from the end of September to provide vaccinations as in the previous year.

249 Hospitality, Events and Marketing Committee Meeting Minutes

a) To receive the minutes from the meeting held on 11th August 2022

The draft minutes of the meeting had been circulated to members prior to the meeting.

b) To approve any recommendations

Members discussed the price of tables for the Jumble Sale to be held on Sunday 18th September 2022 and Cllr Jones suggested that it could be £5.00 as she felt that stallholders would not pay any more than this. Cllr Gregory said that Friends of St George's Churchyard would not do their usual refreshment stall at this Jumble Sale.

RESOLVED: That the price of a table for the Jumble Sale on 18th September 2022 be £5.00 each.

250 Equipment

a) To consider and approve repairing the 3rd bar fridge

HH advised members that, since the Hospitality, Events and Communications meeting on 11th August 2022, the 3rd bar fridge had now stopped working. Councillors discussed the options and HH suggested waiting until more bookings had been received.

RESOLVED: That HH be given permission to have the 3rd bar fridge repaired when she felt that there were sufficient bookings to warrant repair.

b) To receive information on the coffee machine contract

HH gave an update on discussions she had had with Bebida regarding the contract end date which was September 2022. She said that she had agreed a 1 month rolling contract. Councillors said that this was a good way forward and thanked HH for doing this.

251 Staffing

a) To receive an update on current staff

Cllr Buckley asked why the Exclusion of Members of the Public had not been put on before this item and this Assistant Clerk said that she had forgotten to put this on. HH said there was nothing that was too personal to be discussed.

HH made Councillors aware that the person who was employed to cover maternity leave had given her notice due to her self employment being sorted quicker than she had expected. She had said that she could cover as a relief.

b) To approve any recommendations

HH said that the staff member on maternity leave was due back in November and suggested that the current staff would manage for now. Cllr Gregory offered her help and just let her know. HH thanked Cllr Gregory.

MEETING CLOSED: 19.05