

Brinsworth Parish Council

MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 17 NOVEMBER 2022

Those present :

Chair : Cllr K L Hollis

Vice-Chair : Cllr S Ridge

Councillors : Cllr A Buckley, Cllr J R Gelder, Cllr T Hannan, Cllr C L Jones, Cllr M Rollinson, Cllr J Watson

Non Councillors : Cllr A Carter

Officers : Mr P Jenkinson

46 Public Question Time

There were no members of the public present.

47 Apologies

Apologies were received from Cllrs Gregory and Nocton and the reasons given were approved.

48 Declaration of Interests

a) To receive declarations of disclosable pecuniary interest (DPI's) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about the council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

None received

b) To receive, consider and record Councillors requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

None received

49 Councillor Resignations

a) To receive a Councillor Resignation

Cllr Chatwyn has resigned leaving a Casual Vacancy

b) To receive an update on the vacancy

Following 10 or more electors requesting an election for the vacancy, the election process will now take place.

c) To consider and approve any recommendations

RMBC to update the Clerk on the cost of sending out polling cards to electors. This will be taken to the next relevant meeting to decide.

50 Approval of the Minutes of the Meeting held on:

29th September 2022

RESOLVED: That the minutes from the meeting held on 29th September 2022 are approved as a true and accurate record.

51 Ongoing Matters and Updates from Previous Meetings

- **Planters** - Are now in place
- **Library land licence** - Renewed until February
- **Youth shelter** - Feedback from young people and attendants received. No official complaints.
- **Active Regen** - Ongoing
- **Drainage update** - Works carried out and we have found a blockage which was cleared. This has not resolved the issue, it appears a soakaway further up the field is blocked.
- **Website** - Awaiting it to be updated
- **Emergency Plan** - Ongoing
- **Register of interest forms** - Handed out at a later meeting
- **Black path contribution** - Ongoing

Actions:

Quotes needed for further investigation into drainage

52 Reports from Ward Councillors

a) To receive any reports from Ward Councillors

- Cllr Carter thanked the Parish for input regarding putting the planters and youth shelter in place.
- A bollard is to be put in place to help tackle anti-social behaviour near Brinsworth Road and Broadway.
- Redevelopment of parking spaces in the village centre is to be started soon.
- RMBC has an overspend which will lead to a possible council tax increase.

b) To consider and approve any actions

RESOLVED: To investigate into how the Parish can support planning applications where needed.

Cllr Carter left the meeting.

53 Reports from Members on External Meetings and Training

a) To receive any reports from Councillors

None received

b) To consider and approve any actions

None received

54 Planning

a) To receive RMBC Planning Lists

1) RB2022/1541 - Demolition of existing conservatory and erection of a single storey rear, two storey side & single front at 96 Pringle Road

b) To receive an update on applications previously considered - none received

55 Meetings

- a) To consider and approve the frequency of meetings

The schedule of meetings were discussed.

RESOLVED: To revert back to the old format of meetings.

- Ordinary and Events - 1st Thursday of the month
- Brinsworth Community Trust - 3rd Thursday of the month
- Finance and Recreation/Facilities - 4th Thursday of the month

- b) To consider and approve membership of each of the committees, if appropriate

RESOLVED: Committees to be formed as and when needed.

- c) To consider and approve the start time of the meetings

RESOLVED: 6:30pm

56 Correspondance Requiring Members Attention

None received.

57 Exclusion of the Press and Public

- To consider and resolve to exclude members of the press and public under the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

RESOLVED: That the press and public are excluded from the meeting.

58 To receive the Recommendations from the HR and Finance Committees

- a) To receive an update from the BCT meeting

Update received

- b) To consider and approve the Seasonal Amenity Attendant contract

RESOLVED: Approved to change to 52 weeks.

- c) To consider and approve the Library Supervisor additional hours

RESOLVED: Approved additional 7 hours per week.

- d) To consider and approve recommendations for the Deputy Clerk vacant post

RESOLVED: Agreed to new structure.

- Assistant Clerk post to be given additional responsibility which will include a pay rise and following more experience and after a 6 month period review of suitability will be increased, including additional hours.

- A new Admin Assistant post be added to be £10.00 per hour moving to £11.00 per hour

based on experience for 25 hours per week.

- Clerk to put together job description for both roles

e) To consider and approve recommendations for the Assistant Clerk's contract

RESOLVED: The Assistant Clerk to remain on current hourly rate and current hours worked until new posts are recruited to.

RESOLVED: The Assistant Clerk to be paid an additional 10 hours to cover the hours worked at The Centre.

f) To consider and approve any budget virements or use of the reserves

RESOLVED:

Salaries - reduced by £15,000

Play Equipment Reserve - reduced by £2,000

Repairing Paths on Parks Reserve - reduced by £500

Fireworks Event - reduced by £7,950 (£450 of this previously agreed for poppies)

Contribution to Brinsworth Community Trust - increased by £25,000

Remembrance Day - increased by £450

The Clerk advised reserves are getting close to minimum.

59 Budget

a) To consider and approve the postponement or cancellation of the Firework Display on 5th November 2022

RESOLVED: To postpone rather than cancel the fireworks. The King's Coronation to be the new date, provided everything can be put in place.

b) To consider and approve the maintenance of the ride-on mower

RESOLVED: To get quotes for a new mower and for the maintenance needed.

c) To consider and approve adjustments to the IT budget for the purchase of additional laptops and licences

RESOLVED: To increase the IT budget by £1,750 to allow staff to get the right equipment and the correct IT services to be in place.

60 Items Requested by Members

a) To consider and approve the provision of a mobile phone for the Amenity Attendants (Cllr Ridge)

RESOLVED: It was agreed to use the phone used by the Assistant Clerk.