

Brinsworth Parish Council

MINUTES OF THE FINANCE MEETING HELD ON THURSDAY 15 DECEMBER 2022

Those present :

Chair : Cllr K L Hollis

Councillors : Cllr A Buckley, Cllr J R Gelder, Cllr P Gregory, Cllr A Nocton, Cllr M Rollinson

Officers : Mr P Jenkinson

26 Public Question Time (20 minutes)

Two members of public were in attendance and suggested that the Parish Council noticeboards needed some attention. The boards in the village sometime had notices left in after the event and some posters not laminated were affected by the weather.

27 Apologies

Apologies were received from Cllrs Hannan and Ridge and the reasons given were approved.

28 Declaration of Members' 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

29 Approval of the Minutes of the Meeting held on :-

24th November 2022

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

30 Ongoing Issues and Decide Further Action Where Necessary

High water charges - This was higher because of the water used for the hanging baskets, plus the water reading was behind.

Planters charge - The income was received in funding.

Soil charges - This was not a duplicate. Two lots of soils needed.

Firework invoice - No response from the Firework company.

31 Financial Report

- a) To receive the up to date bank balance

The Clerk reported that the bank balance at 15th December 2022 is £335,621.62.

- b) To receive and approve the bank reconciliation for November 2022

The bank reconciliation had been circulated prior to the meeting and this was checked against the bank statement. Councillors confirmed that they agreed.

RESOLVED: That the bank reconciliation for November 2022 is checked and approved.

32 Receipts & Payments

- a) To risk assess and approve the receipts and payments for November 2022

The list of receipts and payments for November 2022 had been circulated prior to the meeting and Councillors were asked for any comments.

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

- b) To approve the list of outstanding invoices for payment

There were no payments to authorise as these had previously been done and checked by the Chair.

33 Equipment

- To consider and approve quotations for the repair/replacement of the ride-on mower

Additional quotes needed.

34 Public Rights of Way

- a) To receive an update on the Black Path

Sarah Champion along with representatives from RMBC and the Police attended. Installing CCTV was discussed as an option. RMBC had requested a £2,000.00 contribution towards a fence to help combat the issues.

- b) To consider and approve further action

RESOLVED: It was agreed not to contribute to this. The fence would not be on the Parish council land and would not solve the issue on the Field View side. As the CCTV would be on Parish land (Brinsworth Playing field) this may be of interest to the Parish Council.

35 Brinsworth Playing Fields

- a) To consider and approve work for maintenance of the enclosed play area

Risk assessments are sent through on a regular basis and some issues need attention.

RESOLVED: It was agreed to carry out some maintenance on the play area. A quote has been received for timber at a cost of £900. It was agreed to approve to spend, but to try

and get two additional quotes. It was accepted the material is specific and quotes may need to be from specialist companies.

b) To consider and approve quotations for drainage problem on the field

Further quotes needed.

36 Councillor Vacancy

- To consider and approve the provision of poll cards for the upcoming election on 19th January 2023

RESOLVED: It was agreed to not have poll cards for the upcoming election due to the high cost.

37 Newsletter

a) To receive an update

- The newsletter will be a 16 page edition.
- A tear off slip is to be designed by staff. Asking questions around the newsletter itself and the annual firework display. A Facebook notice will also go out to notify people the poll will be in the newsletter.
- Meetings for next year to also be advertised in the newsletter
- Cllr Jones is awaiting additional content to go in the newsletter from staff and Councillors.

b) To consider and approve the distributions dates for the newsletter in 2023

- Look to deliver at the end of January.
- Quotes needed in addition to considering the current company we use.

38 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.

39 Staffing Issues

a) To consider and approve the back pay owed to a previous employee

RESOLVED: It was agreed to pay the back pay to a previous employee due to the backdated pay award agreed for the NJC pay scales.

It was also agreed to back pay the hours for the Locum Clerk.

b) To receive an update on the vacancy for an Administrative Assistant

The advert is live with a closing date for applications.

c) To consider and approve any actions

RESOLVED: Cllr Jones, Cllr Hollis and the Clerk to arrange a time and date to do the

shortlisting.

40

Budget

a) To consider the first draft budget for 2023/2024

The draft budget was presented to Councillors to give them an idea of what is needed for 2023/2024 and will be reviewed at the next Finance meeting. RMBC are behind with the Precept figures for next year.