

The Centre, Brinsworth

MINUTES OF THE BRINSWORTH COMMUNITY TRUST MEETING HELD ON THURSDAY 24 NOVEMBER 2022

Those present :

Chair : Cllr K L Hollis

Vice-Chair : Cllr S Ridge

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

264 Public Question Time

There was no members of the public in attendance.

265 Apologies

Apologies were received from Cllr Jones and the reason given was approved.

266 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

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

27th October 2022

The minutes of the meeting held on 27th October 2022 were not available due to back up error.

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

RECEIVED

269 Finances

a) To receive the up to date financial position

RECEIVED

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

RECEIVED

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

RECEIVED

270 Update on Bookings

- a) To receive an update on regular bookings

RECEIVED

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

RECEIVED

- c) To receive feedback from any events

RECEIVED

271 Training

- To consider and approve training requests

RESOLVED: That training requests for Café staff and the Business Manager are approved.

272 Exclusion of 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.

273 Staffing

- a) To receive recommendations for the staffing structure

A proposal was made to reduce single points of failure and increase sharing of duties.

- b) To consider and approve recommendations

APPROVED:

- The Finance Officer and Events co-ordinator to work in their roles whilst sat at the reception desk
- Events Co-ordinator pay increased to £11 per hour and to role include additional tasks around bringing in more customers to the Centre.
- Previous agreement for the pay award for the afternoon receptionist to include additional tasks.