

Brinsworth Parish Council

MINUTES OF THE FINANCE MEETING HELD ON THURSDAY 23 NOVEMBER 2023

Those present :

Chair : Cllr K L Hollis

Vice-Chair : Cllr C L Jones

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

Officers : Mr P Jenkinson

166 Public Question Time (20 minutes)

No members of public were in attendance.

167 Apologies

a) To receive apologies from councillors who are unable to attend the meeting

Cllr O'Sullivan and Cllr Wilkinson were not in attendance.

b) To consider and approve reasons for absence provided by councillors who cannot attend

RESOLVED: The reasons for absence given by Cllr O'Sullivan and Cllr Wilkinson were approved.

168 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.

Cllr Buckley declared an interest on item 10.

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

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

26th October 2023

APPROVED

170 Ongoing Issues and Decide Further Action Where Necessary

N/A

171 Financial Report

a) To receive the up-to-date bank balance.

Co-op - £358,038.13

Santander - £75,318.19

Total - £433, 356.32

b) To receive and approve the bank reconciliation for October 2023.

APPROVED.

172 Receipts & Payments

a) To risk assess and approve the receipts and payments for October 2023.

APPROVED

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

APPROVED

173 Budget

- To receive the draft budget for 2024/2025.

RECEIVED

174 Events

a) To consider and approve the prices of the craft market.

RESOLVED: The prices to remain the same for now. To be re-visited in February.

b) To receive an update on the Christmas Market and Firework event.

UPDATE RECEIVED.

175 Purchase of Equipment

- To consider and approve the purchase of a display case for a book.

Cllr Buckley left the room.

RESOLVED: It was agreed to purchase the case for a total of £45.

Cllr Buckley re-entered the room.

Policies

a) To reiterate the Code Of Conduct policy

The Chair read out the following

1. Confidentiality and Access to Information

As a Councillor:

1. I do not improperly use knowledge gained solely as a result of my role as a Councillor for the advancement of myself, my friends, my family members, my employer or my business interests.

OR

6. Use of Position

As a Councillor:

- 6.1 I do not use, or attempt to use, my position improperly to the advantage or disadvantage of myself or anyone else.

Your position as a member of Brinsworth Parish Council provides you with certain opportunities, responsibilities, and privileges, and you make choices all the time that will impact others. However, you should not take advantage of these opportunities to further your own or others' private interests or to disadvantage anyone unfairly.

b) To consider and approve signing up the Civility and Respect Pledge.

RESOLVED: It was agreed that Brinsworth Parish Council would sign up to the Civility and Respect Pledge.

Newsletter

a) To consider and approve the date, production and delivery of the upcoming Newsletter.

RESOLVED: It was agreed that the Newsletter would be published and delivered at the end of January.

b) To consider and approve any actions.

RESOLVED: The Clerk/Parish staff to finalise and send to Councillors a plan for the Newsletter. This would give dates and timelines. The office staff to collate the information in or to help Cllr Jones with future newsletter.

178

Donations

a) To consider and approve match funding for funds raised from the Blue Light event.

APPROVED: It was agreed to match fund by £100

b) To consider and approve any donations for Remembrance Sunday.

APPROVED: It was agreed to give The Rivers Team £100

179

Contracts

a) To consider and approve the Edge Package 5 year contract.

RESOLVED: It was agreed to take out a 5 year contract for Edge Finance and Admin+ for the Parish Council. The previous deal had two years remaining, but EDGEIT allowed Brinsworth Parish Council to end the deal and start a new 5 year contract. This was because Brinsworth Parish Council needed a slightly different package. For the value of £1,131.70 per annum

b) To consider and approve any additional items for the Edge Package.

RESOLVED: It was agreed to take out a 5 year contract for EDGEIT Facilities and Markets/Events. This would tie into the current Edge finance system. For the initial value of £1,448.10. The remaining contract would then be up to £1,000.00.

180

Budget Virements

- To consider and approve the increasing of the 2023/2024 budget for IT systems.

RESOLVED: It was agreed to increase the IT support budget by £1,500.