The Centre, Brinsworth

MINUTES OF THE BRINSWORTH COMMUNITY TRUST MEETING HELD ON THURSDAY 13 MARCH 2025

Those present :

Chair : Cllr C L Jones
Vice-Chair : Cllr J Watson
Councillors : Cllr E Dawson, Cllr J R Gelder, Cllr P Lindley, Cllr L O'sullivan
Officers : Miss J Davies, Mr P Jenkinson

*** Attended remotely**

701 Apologies

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

RESOLVED: Cllrs Buckley, Gregory and Barber were not in attendance.

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

RESOLVED: The reasons given were not approved.

702 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.

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

13th February 2025

RESOLVED: The minutes were approved.

704 Ongoing Matters and Decide Further Action Where Necessary

705 Audit/Final accounts

a) To receive the audit report and documents around the internal audit

The audit report and documents were received.

b) To sign the end of year accounts

RESOLVED: The end of year accounts were signed and agreed.

c) To consider an approve and further actions

No further actions.

706 **Finances**

a) To receive the up-to-date financial position

NatWest - £14,133.93

b) To receive and approve the bank reconciliation for February 2025

RESOLVED: The bank reconciliation was approved.

c) To receive and approve the receipts and payments

RESOLVED: The receipts and payments were approved.

707 **Update on Bookings**

a) To receive an update on regular bookings

RESOLVED: An update was received.

b) To receive an update on one-off bookings

RESOLVED: An update was received.

708 **Manager's Report**

a) To receive the Managers' report

RESOLVED: The report was circulated.

b) To consider and approve any actions

No further actions.

709 **Stock Taking**

a) To review the current bar and café stocktaking process

RESOLVED: The stocktaking process was reviewed.

b) To consider and approve actions around stock taking

RESOLVED: Stock taking would be done every three months. With the Centre Manager doing regular checks in between.

710 **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.

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

711 **Staffing**

- To consider and approve pay the increase for 2025/2026

RESOLVED: The pay increases were agreed.