

Brinsworth Parish Council

MINUTES OF THE FINANCE MEETING HELD ON THURSDAY 24 APRIL 2025

Those present :

Chair : Cllr C L Jones

Vice-Chair : Cllr J Watson

Councillors : Cllr J R Gelder, Cllr P Gregory, Cllr J Osborne

Officers : Mr P Jenkinson

* Attended remotely

382 Public Question Time (20 minutes)

Three members of public were in attendance to discuss the parking of car on paths around the village.

One member of public was in attendance as an applicant of the Councillor vacancy.

383 Apologies

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

RESOLVED: Cllr Buckley, Cllr Barber, Cllr Dawson, Cllr Lindley and Cllr O'Sullivan were not in attendance.

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

RESOLVED: That the reasons were not approved.

384 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.

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

10th April 2025

RESOLVED: That the minutes were approved.

386 Ongoing Issues and Decide Further Action Where Necessary

387

Financial Report

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

Co-op £493,440.18

Santander £76,438.62

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

RESOLVED: That the bank reconciliation was approved.

c) To receive the quarterly budget report and approve any budget virements or use of reserves required as recommended by the RFO.

N/A

389

Receipts & Payments

a) To risk assess and approve the receipts and payments for March 2025

RESOLVED: That the receipts and payments were approved.

b) To approve the list of outstanding invoices for payment

RESOLVED: That the outstanding invoices for payment were approved.

c) To consider and approve an outstanding amount from a hirer

RESOLVED: That part of the deposit would be kept back for additional hire and cleaning costs.

390

Risk Assessment

- To consider and approve the financial and management risk assessment for 2024/2025

RESOLVED: That the Financial and Management risk assessment for 2024/25 was approved.

391

Review of Effectiveness of System of Internal Control

- To consider and approve the Review of Effectiveness of System of Internal Control document for 2024/2025

RESOLVED: That the Review of Effectiveness of System Internal Control document for 2024/25 was approved.

392

Review of System of Internal Audit

- To consider and approve the Review of System of Internal Audit document for 2024/2025

RESOLVED: That the Review of System of Internal Audit Document for 2024/25 was approved.

393

Planning

a) To receive RMBC Planning Lists

1) RB2025/0521

b) To receive an update on applications previously considered

1) RB2025/0060 (MTL) - Granted Conditionally

2) RB2025/0252 - Granted Conditionally

Received.

394

Councillor Vacancy

a) To consider and approve the co-option of applicants for a vacancy

RESOLVED: That Jane Osborne would be co-opted onto the council. Cllr Osborne signed the declaration of office form.

*Cllr Jones abstained from voting.

b) To consider and approve the process for co-option of a further vacancy

RESOLVED: That the Councillor Vacancy would go out with an end of 23rd May.

395

Policies

- To consider and approve a Grants Policy

RESOLVED: The Grants policy put forward by the Clerk was approved. The budget for the year for grants would be £3,000 with a limit of £500 per applicant.

396

Events

a) To consider and approve the bar applications for the Village Fete on 12th July 2025

RESOLVED: That the council would meet with all of the applicants and decide on the best course of action after these meetings.

397

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 no members of press and public were presents.

Staffing

- To consider and approve the Clerks pay

The Clerk automatically moved up to NJC pay scale 38 and any further increases must be approved by the council.

*The Clerk left the room while the council discussed.

RESOLVED: That the Clerk would automatically go onto Pay Scale 39, backdated from the 1st April. This would then automatically increase each year until reaching NJC Pay Scale 41, which would then be reviewed by the council.