



Thurcroft Parish Council

Gordon Bennett Memorial Hall, Green Arbour
Road, Thurcroft, Rotherham, S66 9DD

e: clerk@thurcroftparishcouncil.gov.uk

w: thurcroftparishcouncil.gov.uk

22nd September 2023

Dear Sir/Madam

You are summoned to attend the **full council meeting** of Thurcroft Parish Council to be held **Thursday 28th September 2023 at 6.30pm** in the **Council Chambers** of the Gordon Bennett Memorial Hall.

This meeting is open to the public by virtue of the Public Bodies (Administration to Meetings) Act 1960 S1.

Yours faithfully

T. Collingham

Thomas Collingham

Clerk of Thurcroft Parish Council

Apologies for absence should be notified to the Clerk prior to the meeting.

PUBLIC PARTICIPATION

Following completion of the first business the Parish Council will invite members of the public to put questions on relevant Parish matters or to make statements appertaining to items on the agenda for the meeting, prior to the commencement of other business.

This is for a period of up to 15 minutes.



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Full Council Meeting – Thursday 28th September 2023

AGENDA

1. To receive and approve reasons for absence
2. To receive declarations of personal and pecuniary interestⁱ
3. To receive and approve the minutes of the meeting held on **Thursday 27th July 2023**
4. To receive and approve the minutes of the meeting held on **Thursday 3rd August 2023**
5. To identify any agenda items which may be considered following the exclusion of the press and public, due to the confidential nature to be discussed. Under Public Bodies (Admission to Meetings) Act 1960, S1 (2))
6. Public Participation Session
7. To receive and note draft minutes of committee meetings held since the last full council –
 - 7.1. Finance & General Committee held on 18th September 2023
 - 7.2. HR Committee held on 21st September 2023
8. To consider and approve the dates for the ordinary dates for the Internal Audit Committee
9. To consider the recommendations received from the Finance & General Committee –
 - 9.1. To note the latest bank reconciliation for the accounting periods; July 2023 and August 2023
 - 9.2. To review and approve the Investments policy following a recommendation from the F&G Committee
 - 9.3. To review and approve the Grants Policy and application form and the introduction of a Community Grant policy following a recommendation from the F&G Committee
 - 9.4. To review and approve the Dispensation policy following a recommendation from the F&G Committee
10. To consider the recommendations received from the HR Committee –
 - 10.1. To consider and approve the shortlisting panel and interview dates for the recruitment of the Assistant Clerk position
 - 10.2. To consider a review of the contracts of employment to include provision for pay date and pay frequency
 - 10.3. To consider the HR recommendation that the payroll and pensions administration and HMRC reporting not be outsourced



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- 10.4. To consider the HR Committee recommendation to note the investigation of payments made by the council to South Yorkshire Pension Authority and formally record the pension contribution rates in the council minutes for audit purposes
- 10.5. To consider the HR Committee recommendation to adopt a NEST workplace pension scheme with a set rate of 5% employee contribution and 3% employer contribution and that all colleagues are reoffered the choice of joining the workplace pension scheme.
11. To appoint an Internal Auditor for this financial year to complete an interim and end of year audit
12. To discuss and consider a window cleaner for the Gordon Bennett Memorial Hall
13. To note an update from PHS regarding our contract, and consider the councils options
14. To discuss and consider a planning application for the approved noticeboards throughout the parish
15. To discuss and consider a potential extension to Thurcroft Cemetery
16. To retrospectively approve the re-sanding of the soft surfacing at Thurcroft Playground by Lightmain
17. To discuss and consider the meeting location for the committee meetings to be held in October 2023
18. To discuss and consider the money received from the bar contract for full week bookings
19. To consider relevant planning applications as published on RMBC's weekly lists along with any associated submissions received and any reports on previous planning applications/issues
20. To approve accounts for payment and note contractual payments made under the clerk delegation (attached)
21. To note expenditure outside of the meeting between the Clerk and the Chair in line with Financial Regulation 4.1
22. Councillor requested items –
 - 22.1. To discuss and consider the recent spate of antisocial behaviour
 - 22.2. To discuss and consider the tables and chairs previously in the council chamber
 - 22.3. To discuss and consider the winter flower orders
 - 22.4. To discuss and consider the removal of flower beds
 - 22.5. To discuss and consider placement of a bench in Brampton Memorial Garden



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- 22.6. To discuss and consider the placement of a flagpole in Brampton Memorial Garden
- 22.7. To discuss the flower baskets attached to lampposts throughout the parish
23. **CONFIDENTIAL SESSION** - To consider the HR Committee recommendation that all council employees sign a timesheet and keep a record of tasks undertaken and that this is signed off weekly and retained on their Personnel Files
24. To notify the clerk of matters for inclusion on the agenda of the next meeting
25. To confirm the date and time of the next ordinary council meeting on Thursday 26th October at 6.30pm

Upcoming Meeting Schedule

OCTOBER	
Environment Committee	Tuesday 17 th October at 18:30
Finance & General	Thursday 19 th October 2023 at 18:30
Full Council	Thursday 26 th October 2023 at 18:30

ⁱ A Councillor is at risk of prosecution for committing criminal offences in s.34 of the 2011 Localism Act if they, without dispensation, participates or votes on a matter being considered in which they have a disclosable pecuniary interest (s.31(4) of the 2011 Act). Or written notification of such DPI has not already been given to the Monitoring Officer and the member does not provide written notification of the interest to the Monitoring Officer with 28 days of the meeting (ss.31(2) and (3) of the 2011 Act). Or they knowingly or recklessly provide false or misleading information about the above (s.34 (2) of the 2011 Act).