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# Thurcroft Parish Council

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

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## Minutes of the Full Council meeting held Thursday 30<sup>th</sup> March 2023

Present Councillors: **D. Andrews (Chair), A. Copeland (Vice-Chair), C. Alsop, D. Brown, B. Clark, D. Fretwell, C. McCartan, P. Owen, D. Oxley, N. Ronksley, C. Walker, A. Winsborough.** (12 councillors present).

Apologies were received from Councillors: **M. Howis, T. Murphy & J. Ronksley.**

Absent: **E. Humphreys.**

Proper Officer: **Thomas Collingham (Clerk & RFO).**

**There was 4 members of public in attendance.**

**The meeting started at 6.30pm**

### **9298 To receive and approve reasons for absence.**

The Clerk advised the Council that apologies were received from M. Howis, T. Murphy and J. Ronksley.

***Voting: For 12 | Abstain 0 | Against 0***

**Resolved:-** The Council resolved to accept reasons for absence from councillors.

### **9299 To receive declarations of interest in respect of business on the agenda.**

**Resolved:-** That there was one personal interest raised in relation to Item 9317 and that Councillor McCartan would remain present but not take part in the vote.

### **9300 To receive and approve the minutes of the meeting held on Thursday 23<sup>rd</sup> February 2023.**

A Councillor raised minute 9294 as not a full representation of the discussion and that this has happened on multiple occasions that minutes are not giving full detail. There was no mention of the councillor stating that Thurcroft Veteran Association had a grant for jubilee or the reply – and no mention of any society or association about them not being able to apply for the grants.

No mention of the replies about the support for the events. Top club offering room free of charge. But wherever it is held - Monies will be put behind the bars.

No mention about the councillor stating two others have not declared an interest in the grant. Conflict of interest in relation to the bottom club.



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There was a resolved motion changed by a single councillor – without regard for standing orders. Councillor acted against standing orders without following due process and not mentioned in the minutes. Thurcroft welfare miners club – a councillor asked for it to be changed. It should have been on the agenda – written notice should be given to the proper officer at least 10 clear days – standing orders number 9.

Councillor raised that this should have been deferred to a later meeting for resolution and it was not minuted.

The Clerk advised that he would follow up and bring it up in the next meeting.

Councillor also raised further concerns that the minutes differ from September and that not all councillors are named across the minutes. Clerk referred to ongoing training as a Clerk.

*Voting: For 16 | Abstain 1 | Against 0*

**Resolved:-** That the minutes of the meeting held 23<sup>rd</sup> February be accepted with the concerns raised by the councillor to be included as part of the minutes for 30<sup>th</sup> March 2023 and noted that this has been raised.

**9301 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.**

**Resolved:-** Item 9323 (Item 27 on the agenda) is to discuss training for employees of the council and will therefore be held in closed session.

**9302 Public Participation Session**

1) Do or have we ever entered a scarecrow competition.

No, but Brampton en-le Morthen usually do that. A councillor raised that local community group has done events for Halloween. It was raised that it could be taken to the Events Committee.

The Clerk advised that public questions can not result in resolution but that it is noted.

2) Would any of the large supermarkets gift the PC with Easter eggs for those in the community be it the elderly or school kids.



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A councillor mentioned that there are Easter events in the village and children taking part will receive an Easter egg. The Clerk advised that as a parish council we would need to raise it as an agenda item, and we have missed the boat with this years Easter events.

3) There are currently 18 or so councillors on the Parish Council, is there a quota of meetings that you must attend. Or if 2-3 are regularly sending in their apologies, does this call for de-selection.

If you don't attend for six months, the councillor will be deselected.

4) In regard to any shuttered up shops in the village, would it benefit and give it a face lift if any budding artists in the community or our local schools could adopt a shutter, paint it in either bright colours, or depict a Yorkshire scenic view, or do a portrait, there could be a prize, and someone on the Art side of the college, or the Advertiser could judge. We would need a whole day to start and finish, as more than 2-3 could be working on it, and we don't want any spoiling overnight.

At the moment we are having the shop fronts refurbished [by RMBC]. Let's see what the outcome is from this refurbishment. However, they are private property, so you would need permission.

### **9303 To receive and note minutes for the Events Committee held on 8<sup>th</sup> March 2023.**

A councillor raised concern regarding lamppost plaques, and that it is for the parish not just the village as was minuted.

Another concern was raised with bookmarks provided to children of Laughton Common and Laughton en-le Morthen through Laughton en-le Morthen parish council. It was discussed that we should offer to pay half, not the full amount.

**Resolved:-** The Council received and noted the minutes from the Events Committee held on 8<sup>th</sup> March 2023.

### **9304 To receive and note minutes for the Facilities held on 9<sup>th</sup> March 2023.**

The Committee have raised the need to move the back gate, to help with customer flow from the shops into the Gordon Bennett carpark.

The Committee have also looked at the whole of the Gordon Bennett Memorial Hall and discussed ideas for the full hall refurbishment. A councillor went through the Facilities minutes where the full plans are discussed to the full council.



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A councillor raised a question of whether we money has been budgeted. The Clerk advised that a reserve amount is in place for £200,000 but the reserve amounts currently held will need to be reallocated following the end of the financial year.

**Resolved:-** The Council received and noted the minutes for the Facilities Committee on 9<sup>th</sup> March 2023.

**9305 To receive recommended actions from the outcome of the complaints made in regard to councillor's and the code of conduct at the full council meeting held on 17<sup>th</sup> November 2022, and to resolve the recommended actions.**

The Clerk highlighted that correspondence had been received from the Monitoring Officer at Rotherham Metropolitan Borough Council in relation to complaints that had been made towards councillors conduct. The Clerk advised the Council that four complaints had been upheld with regard to events at the meeting on the 17<sup>th</sup> November 2022 specifically to Item 9233 where comments regarding bunting placed in Thurcroft Memorial Garden.

There were recommended actions to the council for Cllr Fretwell and Cllr Copeland to offer an appropriate apology to the council by resolution of the council and attendance for training on the code of conduct.

A councillor wanted to highlight that the minutes had not fully reported on the evening and that members of public would not be aware what these complaints would relate to within the minutes. It was noted that the councillors did not want to offer an apology to the council at this moment in time. A councillor raised that the main instigator has not been reprimanded for the comments made. The Clerk informed the council of the process in the event that the recommended actions are not taken and that this will be referred back to the Monitoring Officer at Rotherham Metropolitan Borough Council.

A councillor also raised that he has independent legal representation separate to the council in the case of this complaint.

**Resolved:-** The recommended actions were not taken by the councillors involved in the complaints and that this will be referred back to the Monitoring Officer as per the procedure.

**9306 To receive quote and resolve the removal of some of the flower beds across the parish and to provide stone to build up the other beds.**



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A councillor detailed what work had been undertaken to remove certain flower beds, to use the stone for other beds that would be kept.

Councillors for Thurcroft South feel that they are out of the loop in decision making and it is felt that decisions are being made without other councillors being aware. A councillor raised that the Environment Committee should speak with councillors in the Laughton Common area.

The Environment Committee raised that these are just ideas that are being brought to the full council for consideration.

The Clerk suggested it may be useful to send out the Committee minutes to all councillors and not just the committee members. However, it is worth noting that all minutes are available on the website to view.

The Council have received a quote for £50 per bed to be removed. 19 proposed beds to be removed. One at Glaisdale, 6 beds at Toad Lane, remove beds from Garage to the shop fronts. It will leave Toad Lane, Locksley Drive and the memorial garden.

£950 to remove 19 beds and whether you accept the quote.

Concerns raised from councillors over removing the flower bed from Glaisdale. Councillors would like to be provided with a list of flower beds and their locations to be able to see for themselves. A councillor raised concerns whether an environmental study was completed. The Clerk confirmed that an Environmental Study hadn't been completed.

Councillors raised further concerns that an environmental study needs to be completed as the newts and frogs are endangered in this area.

Voting: For | Abstain 0 | Against 0

**Resolved:-** That an Environmental Study be completed before the removal of any flower beds.

### **9307 To receive quote and resolve the provision of hanging baskets for the summer months.**

The Environment Committee met and have been looking at the cost of hanging baskets. They have decided as a committee for 47 hanging basket – (Cost: £2354) that would include the watering contract, putting the brackets up and taking them back down. They would be up May-October. £48 per hanging basket.

There was a further quote obtained from a different supplier that would do hanging baskets for £30-£35 – but the Council would need to supply own baskets, he won't water but he will fill them.



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Councillors raised that it would be for the first year, to see if they are successful and it would give us the flexibility.

The split between the different areas would be; 13 hanging baskets for Laughton Common, 26 hanging baskets for Thurcroft and 8 hanging baskets for Brampton.

A councillor raised that we should go for the one that includes everything for the ease in the first year.

A councillor prompted that the Clerk has received the equipment booklet to buy the equipment for the other hanging baskets.

It was proceeded to take to vote but further concerns were raised that the quotes were not like-for-like and therefore we should defer the item.

**Resolved:-** That the item be deferred until the next meeting.

### **9308 To receive quotes and resolve purchase of summer flowers.**

2 quotes for the flowers in the flower beds.

1<sup>st</sup> Quote - £2790 release at the end of May, planting in June but they would need to be picked up in the next three weeks.

2<sup>nd</sup> Quote - £1462.50 £1755 with VAT. Can store the flowers. 21p pack of 6, 14p per plant for a pack of 9.

This is for the flower beds as they are now. You would be able to use the over orders in the other beds if needed. This is based on 9000 flowers being bought.

**Voting: For 11 | Abstain 1 | Against 0**

**Resolved:-** That the Council opt to go with the contractor that will provide flowers for the amount of £1755.

### **9309 To receive and resolve an update to the Asset Register relating to the Brampton en-le Morthen garden that was purchased by Thurcroft Parish Council in 2010.**

The Clerk highlighted that the memorial garden in Brampton en-le Morthen was not included on the Asset register. Therefore, it was brought to resolve adding this land to the Asset register.

**Voting: For 12 | Abstain 0 | Against 0**

**Resolved:-** That the Asset register be updated to include the Brampton en-le Morthen garden valued at a £1 value.



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### **9310 To appoint Internal Audit Yorkshire to perform the Internal Audit for the Financial year 2022/23.**

The Clerk presented the council with a quote for £495 for the services from Internal Audit Yorkshire to complete the Internal Audit on Thurcroft Parish Council. This is for a one-year contract.

**Voting: For 12 | Abstain 0 | Against 0**

**Resolved:-** That the Council appoint Internal Audit Yorkshire to complete the Internal Audit for the financial year 2022/23.

### **9311 To receive and resolve stone masonry work to be undertaken on Thurcroft Memorial Garden & Brampton Playground.**

Thurcroft Memorial Garden has suffered damage to the external wall and is in need of repair. A contractor has been approached to repair the wall.

£720 to repair the wall over two-days to clean up the bricks and build back up. £520 to repair the Brampton Playground wall. This would be an overall cost of £1240.

It is proposed to be done over two separate weekends from the following weekend.

**Voting: For 12 | Abstain 0 | Against 0**

**Resolved:-** That the Council approve for the walls to be repaired at Thurcroft Memorial Garden and Brampton playground at a cost of £1240.

### **9312 To receive quotes to provide amp connectors for the new Christmas lighting and to resolve for the work to be undertaken.**

We have obtained quotes on the amp connectors to be able to advance on the new Christmas Lights for the end of this year.

There have been three quotes received to connect amp connectors to

**Power Care - £10,104.39**

**Jones Lighting - £13,000**

**Acorn - £11,535**

This will cover lampposts across the parish with 27 in Thurcroft, 24 in Laughton Common and 6 Brampton en-le Morthen.

The running costs for all of the lights across the parish council. It will be £1.49 for colour lights, £0.93p for white lights across the parish council.

A councillor raised whether we could have a presentation from each of the companies. It was raised that this is just for the amp connectors at this stage for the columns.

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Chairperson Initial:

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**Voting For 12 | Abstain 0 | Against 0**

**Resolved:-** That the Council resolve to appoint Acorn as the contractor for the amp connection for the new Christmas Lights and that the Clerk will approach RMBC for the necessary consents.

**9313 To receive quotes for costs associated with the Kings Coronation event that will take place on Sunday 7<sup>th</sup> May 2023 and resolve the spend for the event.**

The Events committee have decided to have an event for the Kings Coronation on Sunday 7<sup>th</sup> May between 12-4pm. It was felt that the Saturday should be kept free for people that would like to watch the Coronation. It will take place on Thurcroft Recreation ground with a proposed medieval re-enactment and some fair ground and food vendors. It was agreed that we would communicate the day through Facebook, posters, website, and local schools.

The Council were presented with a list of costs associated with the event to enable

- Medieval re-enactment - £400 for the day
  - Benches - It was discussed to hire benches and have the bar open for the day for people. £324 quoted. Sent in the quote for 15 benches.
  - Bunting - Councillors raised concerns that we may not have enough bunting for the event. £1400 cost of putting up and taking down.
  - Lamppost plaques - £222.98 actual cost.
  - Commemorative mugs - £2005.92 exc. VAT - £30 SET UP COST, £65 DELIVERY.
  - Bookmarks – Caroline, Clerk at Laughton en-le Morthen has suggested that she would like to do bookmarks in Laughton. Due to the cross-ward boundaries, it was suggested to contribute to the cost of bookmarks so that children aren't left without due to the boundaries. Caroline has opted to do wooden medals on ribbon – cost £499. It was agreed to do half the cost as a donation.
  - Kings and Queens fancy dress for the day, a competition and the fairground have offered to give out free tickets, as well as the re-enactment doing the crowning. £100 for crowns or accessories for the day.
  - Food for the event, picnic bags to be made available with coronation stickers. 300 packs should be enough. Pre-packaged to cover allergies. Approach local community. £500 budgeted. Stickers and Bags ordered totalling £88.43 - £411.57 left for the food. Donation of sweets from [REDACTED].
- The total cost is £5014.35 for putting on the event for the Kings Coronation.





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***Voting For 12 | Abstain 0 | Against 0***

**Resolved:-** That the Council approve the total cost associated with the Kings Coronation event to the value of £5014.35.

**9314 To receive correspondence from Thurcroft Big Local relating to the provision of new benches and to consider placement on parish land and the future maintenance costs after Thurcroft Big Local has disbanded.**

The Clerk received correspondence from the Chair of Thurcroft Big Local. One bench is due to be placed on RMBC land of Thurcroft Recreation near to THOR. There is another bench that is due to be placed near the bungalows near to Steadfolds. Rotherham Metropolitan Borough Council will do the upkeep and maintenance for 25 years. Laughton Road has not received the same agreement. It would be the upkeep of the bench.

***Voting: For 12 | Abstain 0 | Against 0***

**Resolved:-** To adopt the new bench onto Thurcroft Parish Council's Asset register for the bench that will be placed by Thurcroft Big Local on Laughton Road.

**9315 To consider and approve Zurich Insurance to provide the council with adequate insurance cover.**

The Clerk presented the quote to the Council including the insurance of assets, the excessive payments, employers' liability, and public liability. The total cost for the insurance is £2950.00. The new playground extension does need to be added to the insurance.

***Voting: For 12 | Abstain 0 | Against 0***

**Resolved:-** That the Council approve to appoint Zurich Insurance as the Insurance provider to the Council and that the Clerk will update the Insurance to include the new playground.

**9316 To note and consider further antisocial behaviour on recreation ground relating to vehicle access to the field.**

A councillor raised the issue with motorbikes and quad bikes that are entering the field. This is happening when the football is in play. The councillor noted that the vehicles are entering from the Church and that we need to do something about it as it still hasn't been resolved.

The councillor suggested fencing off the football field rather than fencing off the full field. The councillor suggested that he fears for the safety of children and couldn't live with himself if something



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was to happen. A councillor said that we need to take account of the safety of the whole village, not just for the focus of one event.

Rotherham Metropolitan Borough Council have said that they would meet half the cost of the original quote from Lightmain at £8,000.

A councillor raised that it would be impossible to stop them all together. But it is putting in measures that would limit the access to the field. However, mobility scooters still need to be able to access.

The Clerk recommended a meeting with Green Spaces on what options are available to the parish council to work together. The Clerk advised the Council that there is currently £120,000 earmarked in reserves for improvements from Thurcroft Recreation Ground.

We need to get a consultation with the village and meet with South Yorkshire Police.

The Clerk advised that to do the consultation and to arrange a meeting with Rotherham Metropolitan Borough Council, this would not address the problem immediately.

***Voting: For 12 | Abstain 0 | Against 0***

**Resolved:-** The Council approves the Clerk to organise a meeting with Green Spaces and councillors to discuss the issues with quadbikes and motorbikes and the improvements that can be made to limit the access to vehicles.

**9317 To receive and note correspondence from Thurcroft Miners Institute in relation to the end of the satellite bar contract operating within the Gordon Bennett Memorial Hall, and to receive an interested tender to take over the satellite bar.**

The Clerk has received correspondence from Thurcroft Miners Institute that they do not wish to continue with the Satellite bar past 31<sup>st</sup> March 2023. There has been an interested tender that offers satellite bar services across various village halls. Councillors were not happy with the

A councillor raised to put this out to tender.

Thurcroft Miners Institute have equipment in the bar that they are wishing to leave, this includes three fridges, an ice machine and pot washer. They are willing to sell the equipment at the price £1100.

***Voting: For 11 | Abstain 1 | Against 0***

**Resolved:-** To create a tender contract and advertise to receive application for a new bar contractor and to purchase the equipment from Thurcroft Miners Institute at the value of £1100 and add these items to the Asset register.



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**9318 To receive a further quote for the tree maintenance work within Thurcroft Memorial Garden and resolve whether the tree is to be removed or pruning work is to be undertaken. To approve the lump-sum payment for the Chairs Allowance to Cllr Andrews for the financial year 2022/23.**

The Clerk advised the Council that he met with the tree contractors regarding the removal of a potentially infected tree. This has been recommended by two of the contractors.

Councillors raised that it needs to be in writing from Rotherham Metropolitan Borough Council whether the tree is infected and that this need to be completed before.

**Resolved:-** That the item be deferred until the necessary tree survey has been undertaken by a tree surgeon.

**9320 To approve the lump-sum payment for the Chairs Allowance to Cllr Andrews for the financial year 2022/23.**

The Clerk instructed the council that there was no budget made for this financial year, and in working from last years figures this amount had been budgeted as £890. I have checked with other councils who have shared how they administer the money, and the amounts that of chair's allowances in other councils. This amount is to be paid to cover expenses for hospitality, events and other costs associated with being the chair of the council.

The amount can be paid as a lump sum, but this would then be liable for Tax and National Insurance from the individual.

The Clerk recommended that a policy be put in place for the Chair's Allowance for future years, and that we adopt the receipt payment for future.

Councillors asked for clarity on what the Chair's allowance is to be used for.

A councillor has raised that this has not been raised for the last 40-years and should be common practice. The Clerk advised the council that this is set out in legislation, and we must ensure that we follow the correct procedure.

A councillor raised if the Chair could write out a receipt for her services to the parish council.

The Clerk would like to double check the process of receiving the

***Voting: For 11 | Abstain 1 | Against 0***

**Resolved:-** That the Council have delegated for the Clerk to check the process of the receipt payment and to resolve the payment of the Chair's allowance.

**9321 To consider and resolve the grant application made by Thurcroft Veterans Association.**

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As part of the grant application for the revised sum of £350 for Thurcroft Veterans Association. The secretary had issued a statement to the parish council. The Clerk read through the statement to the council which in summary, highlighted that the association felt that it was bias not to accept the application as they felt that they have met all the objectives. Thurcroft Veteran Association were unhappy that they had been asked to match fund where there had been no previous match funding for other grant applications.

The application was discussed further by councillors and taken to vote for the revised amount of £350.

***Voting: For 12 | Abstain 0 | Against 0***

**Resolved:-** That the council approve the grant application for £350 to be awarded to Thurcroft Veterans Association.

### **9322 To consider and resolve the grant application made by the Workshop group.**

The Clerk has received a grant application for £100 from the Workshop Group. The group are struggling with the venue hire increase and it will help in providing a month's grace.

***Voting: For 12 | Abstain 0 | Against 0***

**Resolved:-** The Council approve the grant application for £100 to be awarded to the Workshop Group.

### **9323 To consider and resolve the grant application made by the Cake group.**

The clerk has received a grant application for £100 from the Cake Group. The group are also struggling with the increase in venue hire fees and the money would help give them time to boost attendance to support the group going forward.

***Voting: For 12 | Abstain 0 | Against 0***

**Resolved:-** The Council approve the grant application for £100 to be awarded to the Cake group.

### **9323 To approve accounts for payment and note contractual payments made under the clerk delegation in Appendix 1.**

A councillor raised that the payment to Sutcliffe appears twice. The Clerk reassured councillors that due to the cash amount restrictions this had to be divided into two amounts.

***Voting: For 12 | Abstain 0 | Against 0***

**Resolved:-** That the Council approves the accounts for payment.

### **9324 **CLOSED SESSION** – To approve costs of mandatory employee training decided by the HR Committee.**



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The Clerk presented to council that a recommendation from the HR Committee to complete mandatory employee training. The total cost of the training will be £405 and to be completed over the next two months.

***Voting: For 12 | Abstain 0 | Against 0***

**Resolved:-** That the Council approve the £405 for employees to carry out mandatory training.

**9325 To notify the clerk of matters for inclusion on the agenda of the next meeting.**

Christmas Lights to be included on the next meeting.

**9326 To set the date of the next ordinary Parish Council meeting.**

The date of the next meeting was agreed as **Thursday 27<sup>th</sup> April 2023** at 6.30 pm in the Gordon Bennett Memorial Hall.

**The meeting closed at 21:30pm.**