



Minutes of the Finance & General Committee meeting held Thursday 22nd February 2024

Present Councillors: B. Clark (Chair), E. Humphreys, C. McCartan, D. Oxley, C. Walker (5 councillors present)

Apologies were received from Councillors: None

There were no members of the public in attendance.

The meeting started at 6.30pm

FG/2024/14 To receive and approve reasons for absence.

No reasons for absence were received.

FG/2024/15 To receive declarations of personal and pecuniary interest for members and officers

B. Clark declared a personal interest on Item 15 (FG/2024/28A) as he is a member of the association making the grant application. He will remain in the room for the item but will not take part in the voting.

FG/2024/16 To receive written requests for dispensations for disclosable pecuniary interests (if any)

No requests for dispensations were received.

FG/2024/17 To grant any requests for dispensation as appropriate

No dispensations to be granted.

FG/2024/18 To receive and approve the minutes of the meeting held on Thursday 18th January 2024

No matters were raised on the minutes.

Resolved:- That the minutes of the meeting held Thursday 18th January 2024 be approved and file copy was signed by the chairperson of the meeting.

Voting:- 4 councillors present. 4 voted in favour, 1 councillor abstained.

FG/2024/19 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))

No items were identified for exclusion of the press and public.



Thurcroft Parish Council

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FG/2024/20 Public Participation Session

No members of the public were in attendance.

FG/2024/21 To receive and note the payment schedule to be considered by next full council on Thursday 29th February 2024

The Clerk and RFO presented the payments list for approval by the council and informed the signatories that these were ready to be checked and approved. Two councillors will meet to verify these before the Full Council meeting on Thursday 29th February 2024..

Resolved:- That the committee noted the payments scheduled to be considered by the council on Thursday 29th February 2024.

FG/2024/22 To receive and note the bank reconciliations for January 2024

The Clerk presented the latest bank reconciliation received. Two councillors checked the bank total from the Scribe Accounting system against the bank statement. The balances matched and no issues were highlighted.

Resolved:- That the committee note the bank reconciliations completed for January 2024 and the bank statement was signed by two councillors to verify the reconciliation.

FG/2024/23 To discuss and consider the arrangements for the Annual Parish Meeting

Councillors discussed last years arrangements and would like for the meeting to take place in the big hall with some refreshments, and invites to the community sent out with more time. The Clerk advised to hold the Annual Parish Meeting on Monday 25th March at 6pm to avoid the pre-election period that begins on Tuesday 26th March.

Resolved:- That the Chairman convene the Annual Parish Meeting to be held on Monday 25th March at 6pm in the big hall of the Gordon Bennett Memorial Hall.

Voting:- 5 councillors present. All councillors voted in favour.

FG/2024/24 To discuss and consider the date for the Annual Meeting of the Parish Council

The Clerk advised that in a year which is a year of ordinary elections of parish councillors, the annual meeting of a parish council shall be held on, or within fourteen days after, the day on which the councillors elected at that election take office. Therefore, it is advised that the meeting be held on Thursday 16th May 2024 at 6.30pm and a recommendation be made to full council to confirm the date.

Resolved:- That a recommendation be made to approve the date of the next Annual Meeting of the Parish Council to be held on Thursday 16th May 2024 at 6.30pm

Voting:- 5 councillors present. All councillors voted in favour.



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FG/2024/25 To discuss and consider a Parish Council Plan

The Clerk shared examples of the process to develop a Parish Plan, the benefits and also the direction and consultation that would be achieved through taking the time to develop an effective plan for the parish. The Clerk advised that it would be beneficial to be community led, with different community groups being involved in the creation of the plan.

The committee agreed that a plan is needed, and it would be good to give a future direction for the council. Councillors felt it would be hard to get the wider community involved and sustain the interest in developing the plan.

It was agreed that a recommendation be made to full council and that this process be started in the new municipal year.

Resolved:- That the committee recommend to full council to develop a parish plan in the new municipal year and start the initial preparation works of raising the interest with the community.

Voting:- 5 councillors present. All councillors voted in favour.

FG/2024/26 To discuss and consider the committee structure for the next municipal year

The Clerk advised that there are currently 38 meetings per year for the parish council and there is an opportunity to streamline the governance processes and work load with a restructure of the committee structure for the council. Councillors agreed the following structure;

- Full Council – 10 meetings per year (excluding August and December)
- Finance & Staffing – 10 meetings per year (excluding August and December)
- Facilities & Events/Communication – 4 meetings per year
- Environment – 4 meetings per year

Resolved:- That a recommendation be made to the Annual Meeting of the Parish Council with the new committee structure for the next municipal year

Voting:- 5 councillors present. All councillors voted in favour.

FG/2024/27 To discuss and consider the following policies for recommendation to full council

FG/2024/27A Risk Management Policy

The Clerk advised that this policy is being created as part of one of the recommendations from the Internal Audit report to show the accountability amongst the different positions in the council and the process in highlighting and responding to different risks.



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Resolved:- That a recommendation be made to full council to adopt the Risk Management policy.

Voting:- 5 councillors present. All councillors voted in favour.

FG/2024/27B Training & Development

The Clerk advised that the policy had been reviewed and no changes were needed to the training and development policy. Councillors agreed that the training and development policy did not need any changes.

Resolved:- That a recommendation be made to the council that the Training and Development policy has been reviewed as part of the policy review schedule adopted by the council.

Voting:- 5 councillors present. All councillors voted in favour.

FG/2024/28 To discuss and consider any grant applications received

FG/2024/28A Brampton en le Morthen Village Association

The Clerk presented a grant application received from Brampton en le Morthen Village Association for the sum of £120 to provide easter confectionary to children and grandchildren in Brampton en-le Morthen.

Councillors asked how many children would benefit from the grant and raised concerns on how inclusive it would be for the wider parish. Councillors raised that the other grants had been approved to community groups which were for specific purposes and not the benefit of the full parish. Councillors raised concern with the amount requested compared with how many children would benefit.

The Clerk advised that the remaining budget for this year that can be used for grant applications is £700 and that councillors should approach grant applications as single applications rather than comparing with other groups or applications.

The committee agreed to recommend the application to full council for decision.

Resolved:- That the council recommend the grant application be presented to full council for decision as a council.

Voting:- 5 councillors present. 4 councillors voted in favour. Cllr B Clark registered a personal interest and didn't take part in the vote.

FG/2024/29 To notify the clerk of matters for inclusion on the agenda of the next meeting

No matters were raised for inclusion at the next meeting.



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FG/2024/30 To confirm the date and time of the next ordinary meeting of the Finance & General Committee on Monday 18th March 2024 at 6.30pm

The Chair confirmed the meeting will take place on Monday 18th March 2024 at 6:30pm.

The meeting closed at 19:32pm.