



Thurcroft Parish Council

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

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Minutes of the Finance & General Committee meeting held Thursday 24th October 2024

Present Councillors: B. Clark (Chair), R. Butler, C. McCartan and D. Oxley (4 councillors present).

Apologies: C. Walker and M. Wordsworth

Proper Officer: Thomas Collingham

There was no members of the public in attendance

The meeting started at 6.30pm

FG/2024/149 To receive and approve reasons for absence.

The Committee noted the apologies received from C. Walker and M. Wordsworth.

FG/2024/150 To receive declarations of personal and pecuniary interest¹ for members and officers

No declarations were raised.

FG/2024/151 To receive written requests for dispensations for disclosable pecuniary interests (if any)

No written requests for dispensation have been received.

FG/2024/152 To grant any requests for dispensation as appropriate

There are no requests for dispensation to grant.

FG/2024/153 To receive and approve the minutes of the meeting held on Thursday 19th September 2024

Resolved:- That the Committee approved the minutes of Thursday 19th September 2024 as a true record of the meeting, the Chairman preceded to sign the bottom of each page to confirm they are an accurate record.

Voting:- 4 councillors present. All councillors voted in favour.

FG/2024/154 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))

Resolved:- That the Committee approved Item 11 to be held in confidential session due to the subject involving an employee.

Voting:- 4 councillors present. All councillors voted in favour.



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FG/2024/155 Public Participation Session

There were no items raised during the public participation session.

FG/2024/156 Audit

FG/2024/157 To receive and note an update on the External Audit for 2023/24

The Committee noted the except for matters that have been highlighted on the External Audit for 2023/24. The Committee also noted that all matters had been dealt with through the interim audit as part of the transformation work undertaken on processes in the previous financial year.

FG/2024/158 To note the date of the interim Internal Audit for 2024/25

The Committee noted that the interim Internal Audit will be taking place on Wednesday 30th October 2024.

FG/2024/159 To review and consider any policy updates;

FG/2024/160 Asset Register

Resolved:- That the Committee recommend to Council that the Clerk will update the removal of assets back to the responsibility of the Clerk and to remove the Assistant Clerk to have delegated authority over items within the Gordon Bennett Memorial Hall.

Voting:- 4 councillors present. All councillors voted in favour.

FG/2024/161 Corporate Risk Register

The Committee agreed that no update of the policy was needed. However, from reviewing the policy it has highlighted the need for a risk review to ensure that Internal procedures are reflective of current processes.

Resolved:- That the Committee note that they have reviewed the policy and recommend to full council to update the review date.

Voting:- 4 councillors present. All councillors voted in favour.

FG/2024/162 Risk Management

Resolved:- That the Committee recommend to full council to accept the review of the policy with no further updates.

Voting:- 4 councillors present. All councillors voted in favour.

FG/2024/163 Investment Strategy



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Resolved:- That the Committee accept that the policy does not need to be updated, but that the Clerk be given authority to arrange for an investment provider to attend a future Council meeting.

Voting:- 4 councillors present. 3 councillors voted in favour. 1 councillor abstained.

FG/2024/164 Reserves

Resolved:- That the main body of the policy is not updated, but that it includes the current reserve amounts within the policy with an 'as of this date the reserves are' to be updated annually.

Voting:- 4 councillors present. All councillors voted in favour.

FG/2024/165 Training and Development;

FG/2024/166 To discuss any training and development for councillors and employees and consider any further action

Resolved:- That the Committee agreed to advertising future dates of the Off to a flying start course and that new employees attend upcoming cemetery training in line with the current training budgets.

Voting:- 4 councillors present. All councillors voted in favour.

FG/2024/167 Complaints;

FG/2024/168 **CONFIDENTIAL SESSION** - To receive any complaints received by the council and consider any further action

Resolved:- That the Committee have considered any new complaints that have been received and will issue a response in relation to the complaint made regarding an employee. The matter is considered resolved.

Voting:- 4 councillors present. All councillors voted in favour.

FG/2024/169 To note the latest report for complaints and compliments for the council and discuss any concerns

The Committee noted the updated complaints and compliments report.

FG/2024/170 Finance;

FG/2024/171 To receive and note the payment schedule to be considered by next full council on Thursday 31st October 2024



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The Clerk presented the payments schedule. The payments have been checked by Cllr D. Oxley and Cllr C Walker and all payments are correct for payment.

FG/2024/172 To receive and note the bank reconciliations for September 2024

The Committee noted the bank reconciliation for September 2024.

FG/2024/173 To receive and note the budget monitoring report up to 30th September 2024 and discuss any budgeting requirements for next year

The Committee noted the latest budget monitoring report. No concerns were raised and it was agreed that a deeper dive will be committed next month with the budgeting for next year.

FG/2024/174 To receive any grant applications received by the council and consider any further action

Resolved:- That the Committee recommend that the grant application made by BELM Association be approved to the value of £219.12 from the Small Grants Scheme.

Voting:- 4 councillors present. 3 councillors voted in favour. 1 councillor abstained.

Resolved:- That the Committee recommend that the grant application made by Thurcroft Community Events Group be approved to the value of £702.00 from the Community Grants Scheme.

Voting:- 4 councillors present. 3 councillors voted in favour. 1 councillor abstained.

FG/2024/175 CONFIDENTIAL ITEM – HR & Staffing;

FG/2024/176 To discuss and consider Time in Lieu payments for employees

Resolved:- That the Committee agree to pay outstanding Time in Lieu hours to be taken before resignation of 83 hours paid at the hourly rate of pay for the employee.

Voting:- 4 councillors present. All councillors voted in favour.

FG/2024/177 To notify the clerk of matters for inclusion on the agenda of the next meeting

No matters were raised for inclusion on the agenda.

FG/2024/178 To confirm the date and time of the next Finance & General Committee will be held on Thursday 21st November 2024 at 6:30pm in the Council Chamber of the Gordon Bennett Memorial Hall

The meeting closed at 19:54pm.