

## Thurcroft Parish Council

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

e: [clerk@thurcroftparishcouncil.gov.uk](mailto:clerk@thurcroftparishcouncil.gov.uk)  
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### Minutes of the Finance & General Committee meeting held Thursday 24<sup>th</sup> July 2025

**Present Councillors:** B. Clark (Chair), C. McCartan, D. Oxley, C. Walker, R. Butler, M. Wordsworth (6 councillors present).

**Apologies:** None

**Absent:** None

**Proper Officer:** Sarah Wilkinson

**There were no members of the public in attendance**

**The meeting started at 6.30pm**

**FG/2025/124 To receive and approve reasons for absence.**

None received.

**FG/2025/125 To receive declarations of personal and pecuniary interest<sup>1</sup> for members and officers**

No declarations were raised.

**FG/2025/126 To receive written requests for dispensations for disclosable pecuniary interests (if any)**

No written requests for dispensation have been received.

**FG/2025/127 To grant any requests for dispensation as appropriate**

There are no requests for dispensation to grant.

**FG/2025/128 To receive and approve the minutes of the meeting held on Thursday 19<sup>th</sup> June 2025**

**Resolved:-** That the Committee approved the minutes of Thursday 19<sup>th</sup> June 2025 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:-** 6 Councillors present, 2 abstained, 4 voted in favour

Chairperson Initial:

S.T.D.



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**FG/2025/129 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))**

Items 11a-c regarding pay were identified for exclusion of the press and public.

**FG/2025/130 Public Participation Session**

No members of the public were in attendance.

**FG/2025/131 To discuss any training and development for councillors and employees and consider any further action**

**Resolved:** 1st aid training has been completed on Thursday 17<sup>th</sup> July. 11 delegates attended the well run and received course. A 1<sup>st</sup> aid budget line will be added to 26-27 budget to maintain the defibrillators. No further training needed currently.

**FG/2025/132 To receive and note the payment and receipts report for June 2025**

The Clerk presented the payments and receipts report for June 2025 for all councillors to check. Report was noted.

**FG/2025/133 To receive and note the bank reconciliations for June 2025**

The Clerk presented the Bank Reconciliations for June 2025. The Clerk and Chair signed the reconciliations. The committee noted the update.

**FG/2025/134 To receive any grant applications received by the council and consider any further action**

**Resolved:** Grant application received from Thurcroft Welfare Community Hub Bowling Club for £441 for the green to be maintained, which covers seed, fertiliser and top dressing for the green.

**Voting:-** 6 Councillors present, all voted in favour

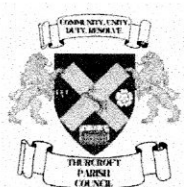
**FG/2025/135 To receive an update regarding the investment account with the CCLA**

**Resolved:** Clerk confirmed that £750,000 was transferred in 10/7/25, and the account has a current balance of £750,001 at 24/7/25.

**FG/2025/136 To discuss the skate park renovations budget**

**Resolved:** The skate park has recently been painted graffiti style by Zoe Potter and looks fantastic. Cllr Oxley would like to pay Zoe for her efforts – Zoe volunteered for the job and did not submit a quote. We are unable to pay her but have suggested a £500

Chairperson Initial:



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donation from the chairs budget as a thank you. Clerk to confirm how much is left in the chairs budget to facilitate this.

**Voting:-** 6 Councillors present, all voted in favour

### **FG/2025/137 To review and update the current recruitment policy**

**Resolved:** Recommended changes to the current policy are as follows:

Section 5 – shortlisting & interviews

Change four to six applicants to three to five

Interview panel to be clerk, chair OR vice chair, and 1 other councillor not 2 others

Minimum of 5 days' notice instead of 10 days currently for an interview

Changes to be approved at full council meeting 31/7.

**Voting:-** 6 Councillors present, all voted in favour

### **FG/2025/138 To adopt the new civility and respect pledge**

**Resolved:** Thurcroft Parish Council is the 1855<sup>th</sup> council to have signed up for the pledge which will be displayed in all our notice boards, in the chambers and on our website.

We are a part of the cultural change within the local council sector, along with most of Rotherham's parish councils who are already signed up for the pledge.

**Voting:-** 6 Councillors present, all voted in favour

### **HR ISSUES - CONFIDENTIAL SESSION**

### **FG/2025/139 To discuss 25-26 pay rises for staff**

**Resolved:** Finance committee approved and propose the following to full council:

**Clerk** to move from SLCC point 24 (£17.79 per hour) to 26 (£18.72) from 1<sup>st</sup> August to reflect the responsibility of the RFO role. Clerk to receive the pay rise (from point 24) backdated to 1/4/25, once SLCC agree the terms. Clerk to move to point 27 (currently £19.20) 1/12/25 after being in the role for 1 year, as per her contract.

**Admin** to be moved from minimum wage £12.21 onto NJC pay scale 2 at £12.65 from 1/8/25, and to be moved onto pay scale 3 after 1 year of service in February 26.

**Lengthsman, cleaner and relief caretaker** to be moved from NJC point 2 to 3 from 1/8/25 at £12.85 after 25/26 pay rise, and to receive the point 2 pay rise of £0.39 per hour back dated to 1/4/25.

**Deputy Clerk** to move from NJC point 7 to point 8 on 1/9/25 after 1 years' service, and to receive the point 7 pay rise of £0.42 per hour backdated to 1/4/25.

Chairperson Initial:



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**Caretaker** to move from NJC point 2 to point 9 from 1/8/25 to reflect the responsibility he has for the Gordon Bennett memorial hall. This is an increase from £12.65 to £14.13 per hour, after the pay rise. Caretaker to receive the £0.39 per hour pay rise from point 2 backdated to 1/4/25.

**Voting:-** 6 Councillors present, all voted in favour

**FG/2025/140 To review current pay scales and discuss implementing a yearly pay scale review**

**Resolved:** Finance committee to agree pay scale range for each job role within the council. Pay scale review to take place in March 2026 to decide if employee to receive a pay scale increase, as well as the yearly NJC approved pay rise.

**Voting:-** 6 Councillors present, all voted in favour

**FG/2025/141 To formalize the appraisal process**

**Resolved:** Clerk and chair to carry out a yearly appraisal with employees in March, to feed into the pay scale review above.

**Voting:-** 6

Councillors present, all voted in favour

**FG/2025/142 CONFIDENTIAL SESSION - To receive any complaints received by the council and consider any further action**

The Clerk advised that no complaints have received by the council since the last considered complaint.

**FG/2025/143 To note the latest report for complaints and compliments for the council and discuss any concerns**

No new compliments or complaints to note.

**FG/2025/144 To notify the clerk of matters for inclusion on the agenda of the next meeting**

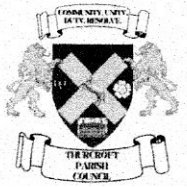
Nothing to note.

**FG/2025/145 To confirm the date and time of the next Finance & General Committee will be held on Thursday 18<sup>th</sup> September 2025 at 6:30pm in the Council Chamber of the Gordon Bennett Memorial Hall**

The Chair confirmed the date and time of the next meeting and brought the meeting to a close.

Chairperson Initial:

B.T.S.



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The meeting closed at 19:48pm.

### Committee Meeting Dates

Thursday 18<sup>th</sup> September 2025  
Thursday 23<sup>rd</sup> October 2025  
Thursday 20<sup>th</sup> November 2025  
Thursday 23<sup>rd</sup> January 2026  
Thursday 19<sup>th</sup> February 2026  
Thursday 19<sup>th</sup> March 2026  
Thursday 23<sup>rd</sup> April 2026

S.T.C.

