

Thurcroft Parish Council

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

e: clerk@thurcroftparishcouncil.gov.uk

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Minutes of the Finance & General Committee meeting held Thursday 23rd October 2025

Present Councillors: B. Clark (Chair), C. Walker, R. Butler, (3 councillors present).

Apologies: D. Oxley, M. Wordsworth

Absent: None

Proper Officer: Sarah Wilkinson

There were no members of the public in attendance

The meeting started at 6.30pm

FG/2025/170 To receive and ^{note}approve reasons for absence.

Reasons received and ^{approved} for D. Oxley and M. Wordsworth.
noted

FG/2025/171 To receive declarations of personal and pecuniary interest¹ for members and officers

B. Clark in 9c point 1 (minute reference FG/2025/180 point 1). C Walker in 9c point 2 (minute reference FG/2025/180 point 2.)

FG/2025/172 To receive written requests for dispensations for disclosable pecuniary interests (if any)

No written requests for dispensation have been received.

FG/2025/173 To grant any requests for dispensation as appropriate

There are no requests for dispensation to grant.

FG/2025/174 To receive and approve the minutes of the meeting held on Thursday 18th September 2025

Resolved:- That the Committee approved the minutes of Thursday 18th September 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:- 3 Councillors present, all voted in favour

Chairperson Initial:

BIS



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FG/2025/175 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))

Agenda items 11a (minute reference FG/2025/190) and 12a (minute reference FG/2025/191) were identified for exclusion of the press and public.

FG/2025/176 Public Participation Session

No members of the public were in attendance.

TRAINING

FG/2025/177 To discuss any training and development for councillors and employees and consider any further action

Resolved: No further training is needed currently.

FINANCE

FG/2025/178 To receive and note the payment and receipts report for September 2025

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

FG/2025/179 To receive and note the bank reconciliations for September 2025

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

FG/2025/180 To receive any grant applications received by the council and consider any further action

Grant requests received from the following community groups:

1. Brampton en le Morthern village association

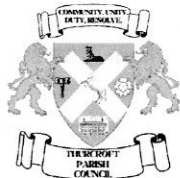
Requested £277.33 for insurance cover for village events

Resolved: Recommended to accept providing all Brampton events are available to all the parish to attend. Finance could not vote as one member has a personal interest and only 2 remaining councillors to vote which is not quorate.

2. Thurcroft Junior Academy

Requested £121.76 for 12 litter pickers.

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Resolved: recommended to approve the request however finance could not vote as one member has a personal interest and only 2 remaining councillors to vote which is not quorate.

3. Sugarcraft

Requested £180 for room hire for 12 weeks

Resolved: recommended to decline the request as Sugarcraft is a paid for group, and the money they charge should be enough to cover the groups costs.

Voting:- 3 Councillors present, all voted against the request

4. Thurcroft Lunch Club

Requested £500 to help fund their Christmas party, a singer, and a small gift for everyone.

Resolved: recommended to decline the request for the full £500. Clerk to ask for a breakdown of the £500 before full council 30.10.25 as we may be able to grant a smaller donation for the party, but not for presents.

Voting:- 3 Councillors present, all voted against the request in its current form.

FG/2025/181 To receive an update regarding the investment account with the CCLA

Resolved: Clerk confirmed that £2495.83 in interest had been received for September 2025 on our CCLA investment.

FG/2025/182 To discuss the usage of the council bank card

Resolved: Only the clerk and deputy clerk are to use the bank card, and this has been specified in the risk register policy. Councillors can accompany us, if they wish to be involved in the purchases, and who may receive a discount, but the card must be in the clerk or deputy clerk's possession. This makes it clearer for the auditor and means we can claim the VAT back on all purchases, as we are paying a company direct and not an individual.

Voting:- 3 Councillors present, all voted in favour

FG/2025/183 To review the fees for the cemetery

Resolved: The review has been deferred until November, as Finance found the fees difficult to understand. Clerk to make the fees simpler for next month's finance meeting.

Voting:- 3 Councillors present, all voted in favour

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FG/2025/184 To review the remaining 25-26 budget as of October 25

Resolved: budget for April to October shown to council. Remaining budget for October to March 26 shown also. No course for concern on any budget lines. Finance confirmed that the obelisks and resurfacing at the cemetery are to be paid out of the earmarked cemetery reserves, and the carpark refurbishment at the Gordon Bennett out of the Gordon Bennett remodelling reserves. Also, a £1000 budget line for the chairs allowance was added as it was missed from the budget, and a £1800 budget line for community funding.

POLICY

FG/2025/185 To review and update the current security incident policy (to be renamed Security Prevention & Incident Policy)

Resolved: Proposed policy amendments accepted.

Voting:- 3 Councillors present, all voted in favour

FG/2025/186 To review and update the current corporate risk register policy

Resolved: proposed policy amendments accepted

Voting:- 3 Councillors present, all voted in favour

FG/2025/187 To review and update the current risk management policy

Resolved: proposed policy amendments accepted

Voting:- 3 Councillors present, all voted in favour

FG/2025/188 To review and update the current reserves policy

Resolved: proposed policy amendments accepted

Voting:- 3 Councillors present, all voted in favour

FG/2025/189 To review and update the current Cemetery rules and regulations

Resolved: Proposed policy amendments deferred to November to be discussed with the cemetery fees.

STAFFING

FG/2025/190 CONFIDENTIAL SESSION - To discuss the working arrangements of a staff member

Resolved: The Clerk advised that a staff member had 70 hours owing in December 2024, which had risen to 100 hours owed at the end of July. Clerk has managed these hours down to 12 hours as at the beginning of October. It has been agreed that these hours will accrue to no more than 14 hours (2 days) going forward.

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COMPLAINTS

FG/2025/191 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/2025/192 To note the latest report for complaints and compliments for the council and discuss any concerns

No new compliments received.

FG/2025/193 To notify the clerk of matters for inclusion on the agenda of the next meeting

Nothing to note.

FG/2025/194 To confirm the date and time of the next Finance & General Committee will be held on Thursday 20th November 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.

The meeting closed at 19:30pm.

Committee Meeting Dates

Thursday 20th November 2025

Thursday 23rd January 2026

Thursday 19th February 2026

Thursday 19th March 2026

Thursday 23rd April 2026

Chairperson Initial:

