BRAMLEY PARISH COUNCIL MEETING
11 March 2025
Parish Hall, Cross Street, Bramley, S66 2SA
MINUTES.

Meeting commenced at 19.00pm

Chair C Makin opened the meeting.

01.00 Co-Opt New Councillors

01.01 Chair C Makin stated that the new councillors, Cllr G Yeardley and Cllr L McVann have been accepted.

02.00 Public Forum and Crime and Disorder in the Community

02.01 A member of the public raised the issue of Church land, which had previously been leased to the Parish Council. This was initially used as allotments, but there was only one allotment in use and the tenant hadn't been seen for some time. The lease was signed in 2023 for 2 years. The member of the public asked what the Parish Councils intentions were moving forward.

It was stated that the land required clearing should the Council decide not to renew their lease as it had become worse over the last 2 years. There have been complaints from locals who have had the waste and rubbish enter their back gardens. The member of the public asked what could be done about the land. It was stated that on the 8th February last year, it had been agreed that the land would be, without cost, cleared. The member of the public asked whether the allotment was being used. The citizen stated that the church is happy to contribute to the clearing of the land, if finance is a restraint for the council. Cllr D Sayner suggested the council ask for quotes for the clearance of this land, such as from Idris. Cllr J Bradwell suggested the council contact the Lighthouse. Clerk T Smith stated that the council should consider what the land could be used for. She stated that there wasn't currently a waiting list for people who want an allotment; however, there has been no advertisement for a while. Clerk T Smith requested the members of the public establish what the limitations on the land are for uses, suggesting that it could be a community garden. Cllr J Bradwell stated he would have further discussions.

03.00 To receive apologies for absence:

03.01 Apologies:

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03.02 Present:

Chair Carol Makin
Cllr Jasmine Sayner

C. Makin.

Cllr David Jackson
Cllr Jim Moore
Cllr John Bradwell
Cllr Stephen Yeardley
Cllr David Sayner
Cllr Jean McVann
Cllr Barry Foster
Cllr Gill Yeardley
Cllr Lee McVann

03.03 Staff present and Guests:

Clerk T Smith
Lucy Prosser (Record of Discussion)

04.00 To note any declarations of interest (pecuniary or otherwise) on items to be discussed at this meeting.

04.01 Cllr J Sayner declared interest as she knows the client who submitted a request for a reduced cost of room hire.

05.00 To consider Minutes of the previous Parish Council Meeting 11 February 2025

Minutes of the meeting

05.01 Cllr D Sayner proposed the minutes of the 11 February 2025 Bramley Parish Council Meeting to be a true and accurate record thereof. Cllr B Foster seconded. Unanimous vote.

05.02 Cllr J Sayner proposed the record of discussion of the 11 February 2025 Bramley Parish Council. Meeting to be a true and accurate record thereof. Cllr J Bradwell seconded. Unanimous vote.

06.00 Parish Council Finances

Financial report to Bramley Parish Council 11th March 2025

From statements as 28/02/2025		
Current Account 1 Unity Bank	2******0	£ 53048.16
Current Account 2 Unity Bank Reserve	2******3	£ 36475.43
Bank total as at statement date		**£ 89523.59**

Community Infrastructure Levy

From statement as at 28/02/2025		
Instant Access Unity Bank	2******6	£ 282,172.39

C. Makin

Bramley Parish Council Transactions

Parish Council:
Purchases made -
Date From: 01/02/2025 Date To 28/02/2025
**** Please note if no Department shown the item referred to is used in or by all areas of the Parish ****

KEY: BP = Bank Payment DD = Direct Debit CHQ = Cheque TRANS = Transfer CHRG = Charges

Closing Balance as at 31/01/2025 £ 72,592.56

No	Payment Type/ Cheque No	Date	Details	Department	Purchase Ledger Ref	£ Amount	Total
1	DD	07/02/2025	NEST – Pensions	All Sites	-	176.19	72,416.37
2	BACS	11/02/2025	Wages – Youth Club	Youth Club	649	5789.10	66,627.27
3	BACS	11/02/2025	Wages- Parish Hall	Parish Hall	649	991.47	65,635.80
4	BACS	11/02/2025	Wages _ Village	Village	649	1351.42	64,284.38
5	BACS	11/02/2025	Cartridge Rother – A3 Prints	All Sites	656	5.00	64,279.38
6	BACS	11/02/2025	HD – Scones	Chatty Café	653	7.00	64,272.38
7	BACS	11/02/2024	R Ogles – 118581	All Site	648	49.68	64,222.70
8	BACS	11/02/2025	AA0035 – Paper Trimmer	All Sites	659	16.99	64,205.71
9	BACS	11/02/2025	C003 – DBS & utensils	All Sites	655	86.35	64,119.36
10	BACS	11/02/2025	Prosser – Minutes January Meeting	All Sites	652	30.00	64,089.36
11	BACS	11/02/2025	AA0035 – Keys filing cabinets	All Sites	648	47.97	64,041.39
12	BACS	11/02/2025	Neilson James – VAT Software	All Sites	651	40.00	64,001.39
13	BACS	11/02/2025	G Richards – Window Cleaning	Parish/Youth	658	30.00	63,971.39
14	BACS	11/02/2025	Costco Card set up & Food	Chatty Café	654	194.48	63,776.91
15	BACS	11/02/2025	AA0034 – Food	Chatty Café	657	30.34	63,746.57
16	BACS	11/02/2025	Pesky's – 342 Feb 2025	Allotments/ Parish/ Flash Lane	650	150.00	63,596.57
17	BACS	12/02/2025	Bothams – SI284	Flash Lane	661	216.00	63,380.57
18	BACS	12/02/2025	C003 – Food	Chatty Café	662	12.94	63,367.63
19	BACS	12/02/2025	C003 – VE Flags	Flash Lane	663	89.59	63,278.04
20	BACS	12/02/2025	AA0034 – Laptop	All Sites	664	704.40	62,573.64
21	BACS	12/02/2025	FO009 – Petty Cash & Sanatory Products	All sites/Flas	665	111.90	62,461.74
22	BACS	12/02/2025	C003 – Food	Chatty Café	666	33.23	62,428.51
23	BACS	12/02/2025	HD – Rolling pins & Scones	Chatty Café	667	39.75	62,388.76
24	DD	17/02/2025	Sage – Software Feb 25	All Sites	688	172.99	62,215.77
25	BACS	17/02/2025	YPO -		660	313.29	61,902.48
26	CHRG	18/02/2025	Copy Statements – Insurance	All sites	668	72.00	61,830.48
27	BACS	27/02/2025	Viking – Cleaning Products	Parish/Youth	669	42.72	61,787.76
28	BACS	27/02/2025	FO009 – Stamps	All Sites	670	41.85	61,745.91
29	BACS	27/02/2025	MJRCC- Feb 2025	All Sites	671	71.54	61,674.37
30	BACS	27/02/2025	Lemark – Bookcase	Chatty Café	672	120.0	61,554.37
31	BACS	27/02/2025	FO009 – Donation Box & Diary	Parish/ Chatty Café	673	29.98	61,524.39
32	BACS	27/02/2025	HD – Soup	Chatty Café	674	4.97	61,519.42
33	BACS	27/02/2025	RBS – Pliths Cremation Plots	Cemetery	675	1660.00	59,859.42
34	BACS	27/02/2025	Thompson Electrical – Light Repair	Youth Club	676	100.00	59,759.42

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35	BACS	27/02/2025	L Posser – Minutes Finance Jan 25	All Sites	677	45.00	59,714.42
36	BACS	27/02/2025	Hobsons – Summer & Winter	All Sites	678	7152.00	52,562.42
37	BACS	27/02/2025	Liner, Bags & Sacks – Bags	Youth/ Flash	679	494.31	52,068.11
38	BACS	27/02/2025	AA0034 – Cake Stands & Food Boxes	Chatty Café	680	297.60	51,770.51
39	BACS	27/02/2025	HD – Scones	Chatty Café	681	20.99	51,749.52
40	BACS	27/02/2025	C003 – Underpayment 548	All Sites	682	6.00	51,743.52
41	BACS	27/02/2025	C003 – Easter Eggs, Food & Cups	Chatty Café	683	85.01	51,658.51
42	BACS	27/02/2025	C003 – Karaoke	Chatty Café	684	61.98	51,596.53
43	BACS	27/02/2025	Business Stream – Wadsworth Water	Allotments	685	5.42	51,591.11
44	BACS	27/02/2025	L Posser – Minutes Feb meeting 25	All Sites	686	30.00	51,561.11
45	CHRG	28/02/2025	Service Charge	All Sites	687	15.45	51,545.66

Total Expenditure £ 21046.90
Net Balance after purchases deducted £ 51,545.66

Cheques not yet cashed.

Parish Council:
Receipts In –

Date From: 01/01/2025 Date To 31/01/2025
**** Please note if no Department shown the item referred to is used in or by all areas of the Parish ****

KEY: BACS = Bankers Automated Clearing System PIB = Paying In Book TRANS = Bank Transfer INT = Interest

Net Balance after payment deducted £ 51,545.66

No	Payment Type / Cheque Number	Date	Details	Department	Purchase Ledger Ref	£ Amount	Total
1	BACS	03/02/2025	G12A – Allotment Income	Allotment	-	25.00	51,570.66
1	BACS	04/02/2025	W3 – Allotment Postage repayment	Allotment	-	2.50	51,573.16
3	TRANS	10/02/2025	Tranfer from 2*******453	Cemetery	-	1000.00	52,573.16
4	PIB000063	17/02/2025	Various Allotment income	Allotment	-	150.00	52,723.16
5	PIB000064	17/02/2025	Various Allotment income	Allotment	-	100.00	52,823.16
6	BACS	28/02/2025	Butterfield & Son – Burial	Cemetery	-	225.00	53,048.16

Total Income £ 1502.50
Closing Balance £ 53,048.16

Community Infrastructure Levy Transactions

Parish Council:
CIL Purchases made -
Date From: 01/02/2025 Date To 28/02/2025
**** Please note if no Department shown the item referred to is used in or by all areas of the Parish ****

KEY: TRANS = Transfer CHRG = Charges

Closing Balance as at 31/01/2025 £ 282,172.39

No	Payment Type/ Cheque	Date	Details	Date Invoice Paid	Purchase Ledger Ref	£ Amount	Total
1							

Total Expenditure £ 0.00
Net Balance after purchases deducted £ 282,172.39

C. Makin.

Parish Council:
CIL Receipts In –

Date From: 01/02/2025 Date To 28/02/2025
** Please note if no Department shown the item referred to is used in or by all areas of the Parish **

KEY: BACS = Bankers Automated Clearing System PIB = Paying in Book TRANS = Bank Transfer INT = Interest

Net Balance after payment deducted £ 282,172.39

No	Payment Type	Date Actioned	Details	Department	Purchase Ledger Ref	£ Amount	Total

Total Income £ 0.00
Closing Balance £ 282,172.39

Reserve Account

Parish Council:
Reserve Purchases made -
Date From: 01/02/2025 Date To 28/02/2025
** Please note if no Department shown the item referred to is used in or by all areas of the Parish **

KEY: TRANS = Transfer CHRG = Charges

Closing Balance as at 31/01/2025 £ 37481.58

No	Payment Type / Cheque Number	Date	Details	Department	Purchase Ledger Ref	£ Amount	Total
1	TRANS	10/02/2025	Transfer to 20462440 Paid to Wrong account by supplier	Cemetery		1000.00	36481.58
2	CHRG	28/02/2025	Service Charge	All Sites		6.15	36475.43

Total Expenditure £1006.15
Net Balance after purchases deducted £ 36475.43

Parish Council:
Reserve Receipts In –

Date From: 01/02/2025 Date To 28/02/2025
** Please note if no Department shown the item referred to is used in or by all areas of the Parish **

KEY: BACS = Bankers Automated Clearing System PIB = Paying in Book TRANS = Bank Transfer INT = Interest

Net Balance after payment deducted £ 36475.43

No	Payment Type / Cheque Number	Date	Details	Department	Purchase Ledger Ref	£ Amount	Total

Total Income £ 0.00
Closing Balance £ 36475.43

06.01 Cllr D Jackson proposed the finance statement as submitted to the meeting be accepted. Cllr J Bradwell seconded. Unanimous vote, abstained by Cllr J Sayner, Cllr G Yeardley and Cllr L McVann.

07.00 Chatty Cafe

07.01 Cllr D Sayner proposed that the Chatty Café continues to be open on Mondays and Thursdays for a further 3 months, with monthly reports. Cllr J Bradwell seconded. Majority agreement.

C. Makin

08.00 Health and Safety Report

08.01 Cllr J Sayner proposed the 36-month contract for Wirehouse. Cllr J Bradwell seconded. Unanimous vote.

09.00 Printing Solutions

09.01 Cllr J Bradwell proposed the clerk's recommendation of a 5-year contract with Digitec Solutions, including maintenance, be taken. Cllr D Jackson seconded. Unanimous vote.

10.00 Committee Updates

10.01 Chair C Makin expressed gratitude to the committees for the effort and time given.

Allotments:

10.02 Cllr J Sayner proposed the council accept the building of a polytunnel on Wadsworth Rd. Cllr J McVann seconded. Unanimous vote.

Cemetery:

10.03 None

Events: Update from Events Committee, Summer Fayre:

10.04 Cllr D Sayner proposed that a budget of £1000 is given to the VE-Day celebrations. Cllr J Sayner seconded. Unanimous vote.

Finance:

10.05 None

Gardens and Landscaping:

10.06 Cllr B Foster propose the council supplement £50 with the Chairmans budget to replace the tree with bigger, sturdier tree. Cllr J McVann seconded. Unanimous vote.

11.00 Buildings and Premises

C. Makin

11.01 Cllr G Yeardley proposed the council does not get a 3rd quote for the roof, because specialist advice has been sought on the 2 quotes received previously and the value is below the tender requirement. Seconded by Cllr J Bradwell. Majority vote.

12.00 Publicity and Marketing

12.01 Cllr J Sayner suggested that the council defer a decision on advertising in Rotherham Life until a later meeting, due to the other expenses agreed on during the meeting. She suggested that if the council do have an advertisement, then the council could post on social media to assess its effectiveness. Clerk T Smith stated that the purpose of advertising in the magazine was to reach and audience that do not use social media.

13.00 To consider applications for planning permission - None

13.01 None.

14.00 Chairman's Report to the Parish Council - verbal

14.01 Chair C Makin expressed gratitude to the office, the committees and the agreement on spending on the Chairmans Allowance.

15.00 Clerk's Report to the Parish Council

15.01 Cllr J Bradwell proposed that the council allow a discounted charge of £10 for Youth Club provision by Youth Work Works for the forthcoming financial year. Cllr B Foster seconded. Unanimous vote, abstained by Cllr J Sayner and Cllr G Yeardley.

15.02 Chair C Makin stated the meeting would be extended for half an hour.

16.00 Communication received - verbal

16.01 None

17.00 Items of Confidentiality not for publication

17.01 Cllr B Foster proposed the office staff on temporary contracts are placed onto permanent contracts. Seconded by Cllr J Bradwell. Unanimous vote, abstained by Cllr S Yeardley.

17.02 Cllr J Sayner and Cllr D Sayner left the room for the following discussion.

17.03 Cllr B Foster proposed the council follow the recommendation of the external clerk, which are, Employee receive a formal minuted apology from the Council

C. Makin

Employee and new Clerk undertake YLCA Finance Training
All employees have access to all Parish Council Policies

Seconded by Cllr J Bradwell. Unanimous vote, abstained by 3 councillors.

17.04 Cllr J Sayner proposed the matter of pay structures is deferred and is initially discussed at the Finance sub-committee meeting. Cllr J McVann seconded. Unanimous vote.

18.00 Matters of Information and Report from Councillors Present

18.01 None

19.00 Date and Time of Next Meeting

19.01 It was stated that the next Bramley Parish Council meeting is to be held on 15 April 2025.

19.02 It was stated that the Annual Meeting will be held on 20 May 2025.

The meeting concluded at 21.36pm.

Signed by the Chair as a true and accurate record thereof:

C. Makin. Date: 15th April 2025