BRAMLEY PARISH COUNCIL MEETING – Minutes
11 November 2025
Parish Hall, Cross Street, Bramley, S66 2SA

Meeting commenced at 18.59pm.

Chair C Makin opened the meeting.

01.00 Public Forum and Crime and Disorder in the Community

01.01 A member of the public attend to discuss the concerns from residents about road safety on Holyrood Rise. Evidence to substantiate the concerns was also presented. They had written numerous times to RMBC, Ward Councillors and John Healey MP.

01.02 Cllr D Jackson asked if the council could send an official letter of endorsement to RMBC. Clerk T Smith stated that this would be done

02.00 To receive apologies for absence:

02.01 Apologies:

Cllr John Bradwell
Cllr Sandra Platt
Cllr Barry Foster
Cllr David Sayner

02.02 Present:

Chair Carol Makin
Cllr Jasmine Sayner
Cllr David Jackson
Cllr Stephen Yeardley
Cllr Lee McVann
Cllr Jim Moore
Cllr Jean McVann
Cllr Gill Yeardley

02.03 Staff present and Guests:

Clerk T Smith
Lucy Prosser (Record of Discussion)

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

03.01 None.

04.00 To consider Record of Discussion and Minutes of the previous Parish Council Meeting 09 September 2025

Record of Discussion

04.01 It was agreed that the record of discussion would not be discussed, due to time restraints.

Minutes of the meeting

04.01 Cllr J Moore proposed the minutes of the 9th September 2025 Bramley Parish Council Meeting to be a true and accurate record thereof. Cllr J Sayner seconded. Unanimous vote, abstained by Cllr J McVann and Cllr G Yeardley.

Register of Actions from the Minutes

04.04 None.

05.00 Items of confidentiality not for publication

05.01 None.

06.00 Parish Council Finances

Financial report to Bramley Parish Council 11th November 2025

From statements as 31/10/2025		
Current Account 1 Unity Bank	2******0	£ 136,876.54
Current Account 2 Unity Bank Reserve	2******3	£ 36,427.28
Bank total as at statement date		**£ 173,303.82**

Community Infrastructure Levy

From statement as at 31/10/2025		
Instant Access Unity Bank	2******6	£ 287,229.59

Bramley Parish Council Transactions

Parish Council:
Purchases made -
Date From: 01/10/2025 Date To 31/10/2025
** 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

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Closing Balance as at 30/09/2025 £ 147,799.14

No	Payment Type/Cheque No	Date	Details	Department	Purcha Ledger	£ Amount	Total
01	BACS	08/10/2025	Team Rubicon – Summer Camp	Summp Camp	883	288.00	147,511.14
02	BACS	09/10/2025	MacMillan – Coffee Morning Donation	All Sites	891	232.56	147,278.58
03	BACS	09/10/2025	R Ogles Wages 8th Oct 119280	All Sites	889	51.30	147,227.28
04	BACS	09/10/2025	SY – Reimbursement Perspex	Parish Hall	890	180.00	147,047.28
05	BACS	09/10/2025	RSB – I Jones Grass 29th & 30th Sept Cemetery, Play Area, Church Lane & parish Hall Low Branches Cemetery Litter pick & Bins Flash Lane 07.10.25	Cemetery Church Lane Parish Hall Flash Lane	888	500.00	146,547.28
06	DD	10/10/2025	Aquacool – Water	Youth Club	918	43.15	146,504.13
07	DD	13/10/2025	NEST – Pension Contributions	All Sites	919	83.91	146,420.22
08	BACS	14/10/2025	Wages – Village	Village	887	1379.76	145,040.46
09	BACS	14/10/2025	Wages – Parish Hall	Parish Hall	887	793.65	144,246.81
10	BACS	14/10/2025	Wages – Youth Club	Youth Club	887	5153.08	139,093.73
11	DD	15/10/2025	YPO – A4 Paper, Cleaning Products	Youth Club	911	324.43	138,769.30
12	BACS	15/10/2025	C003 – Food, Mileage & toys	Chatty Café Summer Camp	900	118.70	138,650.60
13	BACS	15/10/2025	RMBC – Rent Grange	Allotments	908	31.25	138,619.35
14	BACS	15/10/2025	Next Level Clean – Sickness Cover	Parish Hall	907	250.00	138,369.35
15	BACS	15/10/2025	FO009 – Cash Box/Legionnaires Thermometer	All Sites	892	237.68	138,131.67
14	BACS	15/10/2025	FO009 – Petty Cash BVT	BVT	903	100.00	138,031.67
15	BACS	15/10/2025	C003 – Games & Food	Summer Camp Chatty Café		72.10	137,959.57
16	BACS	15/10/2025	Pesky's – Inv 625 October 2025	Allotment Parish Hall Flash Lane	902	150.00	137,809.57
17	BACS	15/10/2025	James Joinery -	Parish Hall Youth Club	909	785.50	137,024.07
18	BACS	15/10/2025	Next Level Cleaning – Sickness cover	Parish Hall	901	125.00	136,899.07
19	BACS	15/10/2024	Bothams 3 x pitch & Grass Sept 25	Flash Lane	893	900.00	135,999.07
20	BACS	15/10/2025	MJRCC – Broadband October 25 inv 17922	Youth Club	904	69.64	135,929.43
21	DD	16/10/2025	Sage – Accounting Software	All Sites	913	148.80	135,780.63
22	DD	16/10/2025	C003 Credit Card – Various Items	All Sites	898	123.80	135,656.83
23	DD	22/10/2022	Wirehouse – H&S Services	All Sites	895	120.00	135,536.83
24	BACS	22/10/2025	AA0034 – Stamps	All Sites	908	70.70	135,466.13
25	BACS	22/10/2025	Next Level Cleans – Illness Cover	Parish Hall	907	100.00	135,366.13
26	BACS	22/10/2025	Hobsons – Summer & Winter Bedding	All Sites	910	7092.00	128,274.13
27	BACS	22/10/2025	Heidify –Scones 16th, 23rd 30thSept & 7th 14th Oct	Chatty Café	909	40.00	128,234.13
28	DD	23/10/2025	HMRC – PAYE	All Sites	914	4712.95	123,521.18
29	BACS	30/10/2025	Viking – Stationery etc	All Sites	915	82.00	123,439.18
30	BACS	30/10/2025	AA0034 – Jute Christmas Bags	Xmas Fayre	912	8.00	123,431.18
31	CHRG	31/10/2025	Service Charge	All Sites	916	13.20	123,417.98

Total Expenditure £ 24381.16
Net Balance after purchases deducted £ 123,417.98

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Cheques not yet cashed.

Parish Council:
Receipts In –

Date From: 01/10/2025 Date To 31/10/2025
**** 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 £ 123,417.98

No	Payment Type / Cheque Number	Date	Details	Department	Purchase Ledger Ref	£ Amount	Total
1	TRANS	08/10/2025	Transfer from 2****453	Cemetery	73	1500.00	124,917.98
2	PIB000075	09/10/2025	MacMillan Coffee Morning – 29th Sept 2025	All Sites	PIB000075	242.57	125,160.55
3	BACS	14/10/2025	RMBC – Summer Camp Grant Balance	Summer Camp	-	1228.75	126,389.30
4	BACS	14/10/2025	LJA – Stall	Xmas Fayre	-	10.00	126,399.30
5	BACS	14/10/2025	LD – Stall	Xmas Fayre	-	10.00	126,409.30
6	BACS	14/10/2025	MA – Stall	Xmas Fayre	-	10.00	126,419.30
7	BACS	15/10/2025	IJ – Stall	Xmas Fayre	-	10.00	126,429.30
8	BACS	15/10/2025	E/CPS – Stall	Xmas Fayre	-	10.00	126,439.30
9	BACS	15/10/2025	BVT Petty Cash Repayment	Petty Cash	5	100.00	126,539.30
10	BACS	15/10/2025	JS – Stall	Xmas Fayre	-	10.00	126,549.30
11	BACS	15/10/2025	MIFS – invoices 1284 & 1285	Cemetery	-	1750.00	128,299.30
12	BACS	15/10/2025	SNS Ltd – Stall	Xmas Fayre	-	10.00	128,309.30
13	BACS	15/10/2025	KLD – Stall	Xmas Fayre	-	10.00	128,319.30
14	BACS	15/10/2025	IC – Stall	Xmas Fayre	-	10.00	128,329.30
15	BACS	16/10/2025	JB – Stall	Xmas Fayre	-	10.00	128,339.30
16	BACS	16/10/2025	WINKS – N Warnes Plaque Inspection	Cemetery	-	30.00	128,369.30
17	BACS	20/10/2025	SM – Stall	Xmas Fayre	-	10.00	128,379.30
18	BACS	21/10/2025	RJN – Stall	Xmas Fayre	-	10.00	128,389.30
19	BACS	21/10/2025	Bartholomews – Richardson	Cemetery	-	1500.00	129,889.30
20	BACS	21/10/2025	Bartholomews – Strobel	Cemetery	-	1000.00	130,889.30
21	BACS	21/10/2025	Bartholomews – Bowater	Cemetery	-	750.00	131,639.30
22	BACS	27/10/2025	HMRC – VAT Repayment	All Sites	-	4542.24	136,181.54
23	BACS	27/120/2025	Funeral Partners -	Cemetery	-	300.00	136,481.54
24	BACS	28/10/2025	Parkinson – Hartle	Cemetery	-	375.00	136,856.54

Total Income £ 13,438.56
Closing Balance **£ 136,856.54**

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Community Infrastructure Levy Transactions

Parish Council:
CIL Purchases made -
Date From: 01/10/2025 Date To 31/10/2025
** Please note both reserve and CILS funds are currently located in this account to achieve the highest rate of interest. **

KEY: TRANS = Transfer CHRG = Charges

Closing Balance as at 30/09/2025 £ 287,229.59

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

Total Expenditure £ 0.00
Net Balance after purchases deducted £ 285,229.59

Parish Council:
CIL Receipts In –

Date From: 01/10/2025 Date To 31/10/2025
** 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 £ 285,229.59

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

Total Income £ 0.00
Closing Balance £ 287,229.59

Reserve Account

Parish Council:
Reserve Purchases made -
Date From: 01/10/2025 Date To 31/10/2025
** Please note some reserve funds are currently located in the CILS account to achieve the highest rate of interest. **

KEY: TRANS = Transfer CHRG = Charges

Closing Balance as at 30/09/2025 £ 37,933.43

No	Payment Type / Cheque	Date	Details	Department	Purchase Ledger Ref	£ Amount	Total
1	BACS	08/10/2025	Transfer of Dignity Funerals payment to main account.	Cemetery		1500.00	36433.43
2	CHRG	31/10/2025	Service Charge	All Sites		6.15	36427.28

Total Expenditure £1506.15
Net Balance after purchases deducted £ 36,427.28

Parish Council:
Reserve Receipts In –

Date From: 01/10/2025 Date To 31/10/2025
** 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 £ 36,427.28

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

Total Income £ 0.00
Closing Balance £ 36,427.28

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

07.00 Council Business Plan

07.01 Councillors agreed it was a useful document.

07.02 Clerk T Smith stated that a final draft would be submitted to Council for approval in the coming months.

08.00 Financial Accounts to 31st October and Draft Budget 2026/27 – Version 1

08.01 None

09.00 Clerks Contract of Employment

09.01 Cllr G Yeardley proposed that Clerk T Smith and Cllr J McVann, and the Finance Committee, review the contract and the job description for the Clerk. Cllr L McVann seconded. Majority vote.

10.00 Chairman's Report to the Parish Council - Verbal

10.01 None

11.00 Clerk's Report to the Parish Council

11.01 None

12.00 Committee Updates

General Purposes: Allotments, Cemetery, Landscaping

12.01 It was stated that the next meeting is to be held on 13th January 2026

Event and Recreation

12.01 It was stated that the next meeting is to be held on 24th November 2025

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Finance and Staffing

12.02 None.

Scrutiny

12.03 It was stated that the next meeting is to be held on 3rd December 2025

13.00 Communications Received

13.01 None

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14.00 To Consider Applications for Planning Permission

14.01 None.

15.00 Matters of Information and Report from Councillors Present

15.01 None

16.00 Date and Time of Next Meeting

16.01 It was stated that the next Bramley Parish Council meeting is to be held on Tuesday 9th December 2025 at 7pm.

The meeting concluded at 20.43pm.

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

C. Makin. Date: 09-12-2025