BRAMLEY PARISH COUNCIL MEETING – Minutes
13 January 2026
Parish Hall, Cross Street, Bramley, S66 2SA

Meeting commenced at 19.00pm.

Chair C Makin opened the meeting.

01.00 Public Forum and Crime and Disorder in the Community

01.01 None.

02.00 To receive apologies for absence:

02.01 Apologies:

Cllr Stephen Yeardley
Cllr John Bradwell

02.02 Present:

Chair Carol Makin
Cllr David Jackson
Cllr Lee McVann
Cllr Jean McVann
Cllr Sandra Platt
Cllr David Sayner
Cllr G Yeardley
Cllr J Sayner
Cllr J Moore
Cllr Barry Foster

02.03 Staff present and Guests:

Clerk T Smith
Lucy Prosser (Record of Discussion)

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

03.01 None.

C. Makin

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

Record of Discussion and Minutes of Meeting

04.01 Cllr J McVann proposed the minutes of the 09 December 2025 Bramley Parish Council meeting to be a true and accurate record thereof, subject to the discussed amendments. Cllr B Foster seconded. Unanimous vote. Cllr J Moore abstained due to absence.

Register of Actions from the Minutes

04.02 None.

05.00 Items of confidentiality not for publication

05.01 None.

06.00 Parish Council Finances

Financial report to Bramley Parish Council 13th January 2026

From statements as 31/12/2025		
Current Account 1 Unity Bank	2******0	£ 99,228.67
Current Account 2 Unity Bank Reserve	2******3	£ 36,415.28
Bank total as at statement date		**£ 135,643.95**

Community Infrastructure Levy

From statement as at 31/12/2026		
Instant Access Unity Bank	2******6	£ 288,812.50

ramley Parish Council Transactions

Parish Council:
Purchases made -
Date From: 01/12/2025 Date To 31/12/2025
**** 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 30/11/2025 £ 124,286.93

No	Payment Type / Cheque No	Date	Details	Department	Purchase Ledger Ref	£ Amount	Total
1	DD	01/12/2025	Starboard Systems – Scribe	All Sites	-	188.40	124,098.53
2	BACS	04/12/2025	Business Stream – Water Wadsworth Actual Read	Allotments	953	156.51	123,942.02
3	BACS	05/12/2025	NEST – Pension Contributions	All Sites	952	293.27	123,648.75
4	BACS	05/12/2025	Starboard Systems – inv 13631 Set Up Cost	All Sites	954	2738.40	120,910.35
5	BACS	05/12/2025	MJRCC – inv 18098 Broadband	Youth Club	955	68.94	120,841.41

C. Makin

6	BACS	05/12/2025	RSB – I jones0063217/8 Burials E273, E328, Bins Nov, Hedges & Xmas Trees	Cemetery Flash Lane	956	1310.00	119,531.41
7	BACS	05/12/2025	Chubb Fire – inv 11217098 Extinguisher Check	Parish Hall	957	155.15	119,376.26
8	BACS	09/12/2025	Wages – Village	Village	951	1379.96	117,996.30
9	BACS	09/12/2025	Wages – Parish Hall	Parish Hall	951	793.65	117,202.65
10	BACS	09/12/2025	Wages – Youth Club	Youth Club	951	5503.79	111,698.86
11	DD	12/12/2025	Aquacool – Water	Youth Club	949	17.98	111,680.88
12	BACS	12/12/2025	HD – Scones 21.10.25 – 02.12.25	Chatty Café	944	49.00	111,631.88
13	BACS	12/12/2025	Digitec – Photocopies inv 7117	All Sites	945	149.39	111,482.49
14	BACS	12/12/2025	Bothams – Grass October & Pitch Marking	Flash Lane	939	600.00	110,882.49
15	BACS	12/12/2025	Peskys – Rats Dec 25 inv 676	Parish Hall Youth Club Allotment	941	150.00	110,732.49
16	BACS	12/12/2025	Notice Board Company – Notice Board	All Sites	938	775.94	109,956.55
17	BACS	12/12/2025	R Ogle – 119464 & 119393	All Sites	935	153.90	109,802.65
18	BACS	12/12/2025	Starboard Systems – Scribe Dec 25 INV13630	All Sites	946	188.40	109,614.25
19	BACS	12/12/2025	FO009 – Reimbursement Xmas Buffett,Compost	Chatty Café Youth Club	940	311.60	109,302.65
20	BACS	12/12/2025	MB – Admin Support	All Sites	937	250.29	109,052.36
21	BACS	12/12/2025	Next Level Cleans – Holiday Cover	Youth Club	936	235.00	108,817.36
22	BACS	12/12/2025	Wright Brothers – Boiler Repair inv 75119	Parish Hall	942	100.26	108,717.10
23	BACS	12/12/2025	MJRCC – Broadband Dec 25 INV18275	Youth Club	943	71.76	108,645.34
24	BACS	12/12/2025	MJRCC – Wireless Access Point INV 18271	Parish Hall	943	1338.00	107,307.34
25	BACS	19/12/2025	L Prosser – Minutes 14.10.25	All Sites	958	36.00	107,271.34
26	DD	15/12/2025	YPO – Cleaning & stationary	Youth Club	964	243.44	107,027.90
27	DD	16/11/2025	Sages – Account Software	All Sites	965	148.80	106,879.10
28	DD	16/12/2025	C003 – Credit Card	All Sites	966	1304.13	105,574.97
29	BACS	19/12/2025	Zurich – Insurance 25/26	All Sites	962	9299.15	96,275.82
30	BACS	19/12/2025	Yelo – Xmas Fayre Helpers Food	Xmas Fayre	959	116.00	96,159.82
31	BACS	19/12/2025	RSB – Bins to 15th, CR266, CR93 & CR89, Leaves and Hedge	Flash Lane Cemetery	963	867.00	95,292.82
32	BACS	19/12/2025	Thompson Electrical – Light Switch Fault	Youth Club	960	185.00	95,107.82
33	DD	22/12/2025	Wirehouse – H& S	All Sites	967	120.00	94,987.82
34	DD	31/12/2025	PEAC UK – Printer	All Sites	968	144.00	94,843.82
35	CHRG	31/12/2025	Manual Handling Charge	All sites	969	3.60	94,840.22
36	CHRG	31/12/2025	Services Charge	All Sites	947	10.95	94,829.27

Total Expenditure £ 29457.66
Net Balance after purchases deducted £ 94,829.27

Cheques not yet cashed.

Parish Council:
Receipts In –

Date From: 01/12/2025 Date To 31/12/2025

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

Net Balance after payment deducted £ 94,829.27

No	Payment Type / Cheque Number	Date	Details	Department	Purchase Ledger Ref	£ Amount	Total
1	BACS	01/12/2025	Funeral Partners – Burial No name	Cemetery	81	1585.00	96,414.27
2	BACS	04/12/2025	Winks Memorials – P Houghton	Cemetery	82	125.00	96,539.27
3	PIB000176	08/12/2025	Clarksons – Moore & Hebenstreit	Cemetery	-	445.00	96,984.27
4	PIB000176	08/12/2025	HD – Stalls	Xmas Market	-	20.00	97,004.27

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5	PIB000176	08/12/2025	Xmas Cards	Xmas Market	-	56.00	97,060.27
6	BACS	15/12/2025	Bartholomews -	Cemetery	83	950.00	98,010.27
7	BACS	17/12/2025	Starboard Systems – Refund	All Sites	-	188.40	98,198.67
8	BACS	24/12/2025	Funeral Partners -	Cemetery	85	30.00	98,228.67
9	BACS	31/12/2025	J Parkinson -	Cemetery	84	1000.00	99,228.67

Total Income £ 4399.40
Closing Balance £ 99,228.67

Community Infrastructure Levy Transactions

Parish Council:
CIL Purchases made -
Date From: 01/12/2025 Date To 31/12/2025
**** 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 30/11/2025 £ 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 £ 287,229.59

Parish Council:
CIL Receipts In –

Date From: 01/12/2025 Date To 31/12/2025

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

Net Balance after payment deducted £ 287,229.59

No	Payment Type	Date Actioned	Details	Department	Purchase Ledger Ref	£ Amount	Total
1	INT	31/12/2025	Credit Interest	All Sites	-	1582.91	288,812.50

Total Income £ 1582.91
Closing Balance £ 288,812.50

Reserve Account

Parish Council:
Reserve Purchases made -
Date From: 01/12/2025 Date To 31/12/2025
**** 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 30/11/2025 £ 36,421.28

No	Payment Type / Cheque	Date	Details	Department	Purchase Ledger Ref	£ Amount	Total
1	CHRG	31/12/2025	Service Charge	All Sites	970	6.00	36415.28

Total Expenditure £ 6.00
Net Balance after purchases deducted £ 36,415.28

Parish Council:
Reserve Receipts In –

Date From: 01/12/2025 Date To 31/12/2025
**** 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 £ 36,415.28

C. Makin

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

Total Income £ 0.00
Closing Balance £ 36,415.28

06.01 Cllr D Jackson proposed the finance statement as submitted to the meeting be accepted. Cllr L McVann seconded. Unanimous vote.

07.00 R Foulds Memorial Fee Waiver

07.01 Cllr D Sayner proposed that the Council does not charge the family for the memorial fee. Cllr J McVann seconded. Unanimous vote.

08.00 Policies approved by Scrutiny Committee

08.01 Cllr D Sayner proposed the Council accept the co-option policy as submitted to the meeting. Cllr B Foster seconded. Unanimous vote.

08.02 Cllr J McVann proposed the Council accept the Bio Diversity policy as submitted to the meeting, and that it is further discussed at the General Purposes committee meeting. Cllr D Sayner seconded. Unanimous vote.

08.03 Cllr D Sayner proposed the Council accept the Vexatious Complaints/Requests Policy as submitted to the meeting. Cllr B Foster seconded. Unanimous vote.

08.04 Cllr B Foster proposed the Council accept the Pensions and Retirement policy as submitted to the meeting. Cllr J Sayner seconded. There were 5 votes in favour, and 5 abstained. Unanimous vote.

08.05 Cllr D Sayner proposed the Council accept the Bereavement policy, subject to the proposed changes. Cllr J McVann seconded. Unanimous vote.

08.06 Cllr J McVann proposed the Council accept the Performance Appraisal policy, subject to the proposed changes. Cllr J Sayner seconded. Unanimous vote.

08.07 Cllr J McVann proposed the Work Related Stress policy is reviewed and discussed next meeting. Cllr L McVann seconded. Majority vote, Cllr J Sayner voted against.

09.00 Dispensation Policy

09.01 Cllr J McVann proposed the Dispensation policy is deferred to the next meeting to be reviewed with the signing document. Cllr D Sayner seconded. Unanimous vote.

10.00 Chair's Report to the Parish Council

C. Makin

10.01 None.

11.00 Clerk's Report to the Parish Council

11.01 Cllr D Sayner proposed the Council purchase 6 large trees for Jubilee Walk. Cllr B Foster seconded. Unanimous.

11.02 Cllr J Sayner propose the Council delegate the responsibility to the Clerk to represent the Council in the sale of the Annexe. Cllr G Yeardley seconded. Unanimous vote.

11.03 Cllr G Yeardley proposed the Council accept the quote of £1150 for a new Auditor for up to 3 years as per our Financial Regulations.. Cllr J Sayner seconded. Majority vote. 2 Councillors abstained. 1 Councillor voted against.

12.00 Committee Updates

General Purposes: Allotments, Cemetery, Landscaping

12.01 None.

Event and Recreation

12.02 Previously discussed.

Finance and Staffing

12.03 None.

crutiny

12.06 None.

13.00 Communications Received

13.01 It was stated the Council had no opinion to offer on the school holiday calendar.

14.00 To Consider Applications for Planning Permission

14.01 None.

15.00 Matters of Information and Report from Councillors Present

C. Makin

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 10th February 2026 at 7pm.

The meeting concluded at 20.06pm.

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

C Mabin Date: 10/2/26