



**Minutes of the Full Parish Council Meeting
18:30, 19th February 2024
Held in the Library at Wickersley Community Centre**

- Members: Cllrs: J Barber (Chair), A Bates (Vice Chair), P Beighton, E Boswell, K Davies, M Godfrey, C Grimes, E Harwood, G Pacey, H Pacey, K Phillips, J Robinson, M Scott, P Whitworth, and M Woodhead
- In attendance: Cllrs: J Barber (Chair), A Bates (Vice-Chair), P Beighton, M Godfrey, C Grimes, E Harwood. J Robinson, G Pacey, H Pacey & M Woodhead
- In attendance C Lavell-Smith (Parish Clerk), and 4 members of the public

6955 To receive and approve apologies for absence

Apologies received and **RESOLVED** to approve the reasons for absence for Cllrs Davies, Phillips, Scott, and Whitworth.

No apologies received from Cllr Boswell

6956 To note any declarations of interest on items to be discussed at this meeting

None declared.

6957 To resolve if members of the press and public are to be excluded from any agenda items of the meeting due to the nature of the business to be transacted. Under Public Bodies (Admission to Meetings) Act 1960, S1 (2)

Agenda Items 11 & 19, Award of contracts and item 18 Staffing were moved to the confidential session.

6958 To discuss Police & crime matters

No police in attendance, the clerk to invite to the next meeting. No police items raised by councillors.

6959 To consider any matters from members of the public in attendance

Chairman initials: *AB*

The manager and assistant manager from Kentucky Fried Chicken (KFC) attended the meeting to offer the services of their staff in a community payback scheme, a KFC national programme, suggesting an involvement with a community litter pick or similar. She explained March 19th is their national "Spring Clean" day

Cllr Bates, Chair of Recreation Environment (R&E) explained we could only suggest activities on parish council owned land for insurance reasons, therefore despite there being a need for such an initiative on the rear of the Tanyard, we could not suggest this, as is not our property. It was suggested that they could consider undertaking a litter pick, possibly on a monthly basis at Wickersley Park or Bob Mason Recreation ground. Thanks were given for the offer of this activity.

2 members of the public left after this item

A member of the public stated his concerns that an area of path which he has maintained for many years but due to his failing health, he is no longer able to undertake this activity. He is therefore concerned who will take this task over as does not want the condition and appearance to decline. Ownership of the path was debated as it does not belong to the parish council. There was a conflict of opinions regarding this, therefore the parish clerk will enquire with RMBC and arrange to get a copy of their Rights of Ways map for Wickersley to see if it is their responsibility.

RESOLVED that the Parish Clerk will report back regarding this at a future meeting and to the member of public.

6960 To consider any matters from Councillors in attendance

Cllr Barber briefly explained the dates for the forthcoming parish council elections. The notice of election will be announced on 26.3.24 with 27.3.24 being the start of the nomination period and 4.00pm on 5.4.24 being the close of nominations and withdrawals. The date of the election will be 2.5.24.

Cllr Grimes explained that following issues with the Christmas lights at the Tanyard not operating correctly, they were exploring the need of an additional electrical circuit solely for the lights. A cost is being sought and will be reported back to full council in due course.

Cllr Grimes explained that a letter has been sent to all the shops on the Tanyard to explore their views of moving the Christmas Lights event to the Tanyard. So far 6 responses have been received. The closing date is 20.2.24.

Cllr Grimes had received a complaint regarding an overhanging branch considered dangerous located in the garden of a vacant property on Morthen Road. The parish clerk to report this to RMBC.

Cllr Grimes stated that staff matters should be dealt with by the line manager. and not raised in the first place at a council meeting in the public domain. It was agreed the parish clerk would discuss this matter with the councillor concerned.

Cllr Grimes stated she had found the January council meeting difficult due to the strength of feelings expressed in the debate. Her comment was endorsed by Cllr Godfrey.

Cllr Woodhead reported she had been in contact with RMBC regarding the play area at Rosendale Gardens still not being completed. RMBC are following this up on her behalf.

Cllr Bates reported that all the solar lights in Wickersley Park had been removed by RMBC, due to the vandalism affecting some of the lights and the others not working correctly. The undamaged lights have been repaired and are to be replaced, a date is awaited. A cost is waited for repairs to the vandalised lights from RMBC.

6961 To approve the minutes of the council meeting on 22nd January 202

RESOLVED unanimously that the minutes of the meeting of 22nd January 2024 are approved as a true record, subject to the correction of some typos.

6962 To note matters arising from the minutes of the council meeting on 22nd January 2024

6553 The parish clerk reported that she understood the issue with Winthrop debit card had been resolved.

6963 To consider financial matters including:

6963.1 The authorisation of payment of accounts since the last meeting

The below list of payments to be authorised was considered by councillors.

RESOLVED unanimously that the following payments are approved:

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WICKERSLEY PARISH COUNCIL APPROVAL OF PAYMENTS SCHEDULE						
Payment Date	Payment Method	Total	VAT	Net	Payee	Particulars of Payment
February 2024						
01/12/2023	DD	£30.00		£0.00	£35.00	ICO Data protection renewal fee
20/12/2023	BACS	£1,270.32		£211.72	£1,058.60	Northern Powergrid Feeder pillar @ Heritage Garden
31/12/2023	DD	£319.68		£53.28	£266.40	KCM Waste collections Nov 23
19/01/2024	DD	£437.62		£72.94	£364.68	KCM Waste collections Dec 23
Various Jan	DC	£236.94		£0.00	£236.94	Winthrop debit card expenditure Winthrop expenditure Jan 24
30/01/2024	DC	£32.34		£5.39	£26.95	St John Ambulance First Aid kits x2 for walking festival
06/02/2024	DC	£16.46		£1.28	£15.18	Amazon Folders/plastic wallets
07/02/2024	DC	£625.39		£29.78	£595.61	EDF Winthrop electricity bill 11/09/23 to 08/01/24
15/02/2024	DD	£119.90		£5.71	£114.19	N Power Bob Mason electricity 01/12 to 31/12
15/02/2024	DD	£85.77		£4.08	£81.69	N Power Roundabout FP electricity 01/12 to 31/12
15/02/2024	DD	£88.11		£4.20	£83.91	N Power Tanyard toilets electricity 01/12 to 31/12
19/02/2024	DD	£433.68		£72.28	£363.40	KCM Waste collections Jan 24
21/02/2024	DD	£13.59		£0.64	£12.95	British Gas Feeder pillar electricity (health centre) 02/01 to 01/02
26/02/2024	DD	£18.61		£0.00	£18.61	Business Stream Winthrop water bill 11/11/23 to 10/02/24
26/02/2024	DD	£59.83		£0.00	£59.83	Business Stream Bob Mason water bill 11/11/23 to 10/02/24
		£406.27		£67.71	£338.56	National World Publishing Advert in Rotherham Advertiser - grounds maintenance & landsc
		£27.50		£0.00	£27.50	M Goodge expenses Christmas tree for Tanyard
		£116.00		£0.00	£116.00	LJ Digital Media Winthrop annual website fees - hosting & domain name
		£50.00		£0.00	£50.00	Wickersley Youth Girls Refund of bond following return of key
		£180.00		£0.00	£180.00	J Cakebread Winthrop cleaning Oct-Dec
		£83.83		£0.00	£83.83	C Bradbury Winthrop home baking Oct-Dec
		£79.13		£0.00	£79.13	L Brookes Winthrop home baking Oct-Dec
		£52.15		£0.00	£52.15	A Chester Winthrop home baking Nov-Dec
		£123.85		£5.90	£117.95	EDF Winthrop electricity bill 09/01 to 01/02/24
		£5.00		£0.83	£4.17	LBM Handyman materials Jan 24
		£71.60		£11.93	£59.67	Killis Tanyard toilet supplies
		£345.00		£0.00	£345.00	Wickersley Community Centre Association Winthrop room hire Christmas events
		£571.37		£95.23	£476.14	TDP Replacement bench, Morthen Road
		£144.00		£24.00	£120.00	Real World Business Payroll services Jan 24
		£691.85		£115.31	£576.54	Real World Business Accounts services Jan 24
		£110.95		£8.93	£102.02	A Chester expenses Winthrop expenses Jan 24
		£893.26		£148.88	£744.38	Microsoft Microsoft 365 Business fees to Jan 2025 (6 licences)
		£77.40		£12.90	£64.50	Sage Sage monthly fee Jan 24
		£58.17		£9.70	£48.47	QDOS Office supplies & stationery
		£4,048.06		£674.68	£3,373.38	Derek Lewis Wickersley Park paths construction - remaining 10% of invoice
		£1,353.67		£225.61	£1,128.06	Bothams Monthly grounds maintenance contract - Jan 24
		£21.59		£3.60	£17.99	QDOS Printer paper
		£37.80		£6.30	£31.50	APC Ltd Monthly pest control fee Feb 24
16/03/2024	DD	£179.38		£8.54	£170.84	N Power Bob Mason electricity 01/01 to 31/01
16/03/2024	DD	£19.26		£0.92	£18.34	N Power Roundabout FP electricity 01/01 to 31/01
16/03/2024	DD	£82.25		£3.92	£78.33	N Power Tanyard toilets electricity 01/01 to 31/01
20/02/2024	BACS	£11,076.55		£0.00	£11,076.55	Staff Salaries February Salaries
		£2,773.05		£0.00	£2,773.05	HMRC PAYE & NI (Feb wages)
19/03/2024	DD	£2,406.31		£0.00	£2,406.31	SYPA Superannuation (Feb wages)
February Total		£29,873.49				

6963.2 To receive the quarterly financial statement (delayed from January)

The Chair of Finance, Cllr Barber talked through the financial statement (Appendix 1) and summary .

Financial Report – Summary

Relating to Financial Report to 31/12/2023

1 – Performance Against Budget

The committed/forecast figures included within the financial report are based on either known or predicted spending for the remainder of the financial year. These are, in some cases, the best estimates, and may change up or down over the course of the final 3 months of the financial year.

The end of year position is therefore a prediction at this stage, however, in summary:

	Budget	Actual	Variance
Income	£294,756	£309,337	£14,581 (+5%)
Expenditure	£309,756	£332,613	£22,857 (+7.4%)
Expected Surplus/-Deficit	- £15,000	- £23,276	- £7,938 (-55.2%)

Note: The income figures above are the amount of income, **excluding** CIL payments.

There has been a greater impact on the budget than previously forecast in the last quarter financial report (in September 2023). This is primarily resulting from increased wages, due to the pay increase being confirmed at a higher percentage than forecast in our budgets. We had allowed for a 4% pay increase, but the increase awarded was £1 per hour for all employees; based on WPC's core staff pay rates, this equates to just over a 10% increase in staff costs. There is the additional knock-on effect from this on tax, national insurance, and superannuation costs as well.

2 – Impact On Reserves

	Amount
Project Costs	- £52,746
CIL	+ £21,456
Budget Position	- £23,276
Impact on Reserves	- £54,566

It was **RESOLVED** unanimously to receive the quarterly financial statement and above summary to 31/12/2023 as presented (Appendix 1)

6963.3 To note the internal auditors visit has moved to March

This pre audit inspection will now take place on March 13th, 2024, with all paperwork to be supplied to the auditor on 28.2.24

It was **RESOLVED** to note this change of dates.

6963.4 To approve the Parish Council's Direct Debits

The parish clerk presented the list of direct debits currently paid by the parish council for verification by full council. In addition, she requested that a new direct debit is agreed to be set up with EDF to pay for electricity at Winthrop Gardens.

It was **RESOLVED** unanimously to approve the below list and the addition of the EDF direct debit.

WPC Direct Debits

Existing Direct Debits for re-approval:

Company	Service/payment relates to
Business Stream	Winthrop water
Water Plus	Winthrop waste water
Business Stream	Bob Mason water
Business Stream	Tanyard toilets water
N Power	Bob Mason electricity
N Power	Roundabout feeder pillar electricity
N Power	Tanyard toilets electricity
British Gas	Health centre feeder pillar electricity
SYPA	Monthly superannuation (pension) collection
Sage	Sage software monthly fee
KCM	Waste collections
BT	Office phone & broadband
PWLB	Loan repayments

Approval required to set up new Direct Debits:

Company	Service/payment relates to
EDF	Winthrop electricity (new provider)

6964 To receive an update report on the Winthrop Redevelopment position

Following the business case for the Winthrop Gardens redevelopment presented at the January meeting, there had been some areas of concern raised.

Cllr Barber, Chair of Winthrop had prepared a paper to address these issues with a series of proposals.

It was restated that Winthrop Gardens and staff are subject to the same governance management and approvals process as all our committees and services. Further emphasis would be placed on ensuring all arrangements decisions and staffing arrangements operate to the same rules of transparency that the parish council and WCCA operate to.

There were six areas highlighted to review, with an attached proposal which reflects the areas highlighted.

1. Staff costs
Proposal: The total remuneration costs of the organiser are charged to the Winthrop Gardens budget in effect reducing the operating surplus declared
2. Policy on Surpluses
Proposal: The £30k specific allocation should be removed from the Winthrop specific reserve and be added to the general development reserve. The surplus calculation will reduce the overall surplus assessment in the future. Although surpluses should continue to be available for use by Winthrop Gardens the amount should be linked to future business plan requirements.
3. Job Description and Hours to be worked.
Proposal: The HR Committee reviews the current arrangements hours and job description associated with the Organiser role during 2024-2025 ahead of a likely recruitment process for the future.
4. Future Management Arrangements
Proposal: The Parish Council develop proposals for a new operating model in 2025 ready for implementation from 2027. The plan is to ensure the redevelopment is complete, the benefits are being delivered, and new Winthrop organiser arrangements are in place before we hand over delegated responsibility to potentially a different business model.
5. Risk Management
Proposal: Winthrop Gardens Committee should be tasked with undertaking further work on the risk register and the management of those risks, and report back to the Parish Council in July 2024.
6. Business Plan
Proposal: The Winthrop Gardens Committee should finalise its business planning proposals, which take account of maximising the benefits of the new building and site, and which expand the use of the Gardens. The next Parish Council business plan will set the context for the future use of surpluses at Winthrop Gardens.

It was **RESOLVED** to adopt the six proposals and incorporate into the future planning for Winthrop and the redevelopment project.

The grant for the redevelopment is time limited and bound by the proposed completion date of December 2024. This will guide the timescale for moving forward.

6965 To receive an update following the governance meeting and to receive the draft Transparency Code

Cllr Woodhead talked through the governance meeting attended by herself, Cllr Scott, and the clerk technical. She explained they had considered the spreadsheet provided, looking at which policies are required and for what reasons, mandatory, audit

requirement etc. She had also attended a YLCA policies and procedures course and from this realised the need for the policies described and the advantages of using proposed model documents. Whereas previously councillors had wished to combine documents to reduce the number of policies, she now appreciated that this is not the preferred route. This principle will guide the planned governance review.

She explained that as the parish council now has a precept in excess of £200,000, there are additional requirements placed on the parish council, one being the introduction of a Transparency Code.

The parish clerk talked through the draft Transparency Code document circulated and it was **RESOLVED** unanimously to adopt this policy as presented, with the addition of the identified information personalised to Wickersley.

6966 To consider, agree and adopt the Grant Policy and grant application form

The parish clerk talked through the draft Grant Policy and grant application form explaining the policy was to formalise the current informal system of awarding grants and ensure all applicants were bidding to the same criteria. She explained this also links to a requirement within the transparency code.

After discussion it was **RESOLVED** unanimously to adopt the documents as presented with the alteration of a maximum grant payable of £1,000 instead of the £500 proposed.

6967 To consider grant requests from

1. Heart of Knitting
2. Wickersley Bowling Club

Both applicants had completed the new paperwork as a trial for the above adopted policy which made the process clearer to assess.

- 1) Heart of knitting have already received a £500 grant from the parish council within this financial year. This is not in line with the new policy which limits applicants to one application a year to enable more organisations to benefit. The parish clerk will therefore write to the applicant and explain the reasons for not awarding a grant on this occasion.
- 2) The bowling club requested a grant of £1,000 towards a new water tank, essential to maintain the quality of the green and required urgently due to the failure of the current tank. The bowling club will be sourcing the remainder of the purchase through a sponsor and other means, approx. £2,600.

The parish council own the bowling club building and land though it is leased to the bowling club and operates to its own constitution independent of the parish council.

It was **RESOLVED** unanimously to support the £1,000 application from the bowling club.

6957 To consider planning and licensing applications

The Chair of planning, Cllr Godfrey, explained the below re-affirmation of a previous objection had been submitted to RMBC on 12/02/2024, following resolution by the planning committee at their meeting of 05/02/2024. It replicated two previous minuted objections and had arisen due to revised plans being submitted with a very short time scale provided by RMBC which fell between dates of parish council meetings.

RB2023/0346

Land rear of 138 Bawtry Road, Wickersley
Detached dwelling house with integral double garage
<https://rotherham.planportal.co.uk/?id=RB2023/0346>

Wickersley Parish Council have considered the revised plans submitted for this property, and do not consider there is any material improvement to the previous plans. Wickersley Parish Council therefore reaffirm the objection as set out in previous representations on two occasions – on the 24th May 2023, and subsequently on 6th November 2023.

It was **RESOLVED** to note this submission.

Cllr Godfrey also explained that the initial objection to the application was as below:

Wickersley Parish Council objects to this back land development because the size and scale of this development would represent an overdevelopment of the plot and be contrary to the Wickersley Design Code which requires back land development to be designed so that it is subservient to the host property. It would also harm the amenity of the occupants of No 136 by overlooking and overshadowing their rear garden thus reducing the privacy that they currently enjoy. It would therefore be contrary to policy SP12 of the Rotherham Local Plan in that regard.

The Parish Council is also concerned about the impact on mature trees along the rear boundary and side boundaries of this site. Whilst the tree reports suggest that those trees would be retained, there would be encroachment into the root spread and, given the very limited size of the rear garden area, there would be pressure to remove the trees as they will limit sunlight into the rear of the property given that they are located to the south.

Cllr Godfrey reported that the following planning applications, for this time period had been looked at, and no objections were determined.

RB2024/0114

1 Yates Close Wickersley
Single storey front/side extension

Chairman initials: *AB*

<http://rotherham.planportal.co.uk/?id=RB2024/0114>

RB2024/0202

Orchard House 2B Gillott Lane Wickersley

Application to undertake works to a tree(s) protected by TPO No. No.7 (2006)

<http://rotherham.planportal.co.uk/?id=RB2024/0202>

6958 To elect a further member onto the planning committee

It was **RESOLVED** unanimously to appoint Cllr H Pacey to the planning committee.

6959 To consider, agree and adopt the draft Anti-Fraud Policy

Cllr Barber explained that this policy was a requirement within the conditions of the Community Ownership Fund. In addition, it is best practise that we adopt appropriate financial policies including this proposed anti-fraud policy. The draft has been prepared based on a YLCA model.

It was **RESOLVED** unanimously to adopt this policy.

*The open public session closed at this point as the meeting moved into confidential.
The member of the public left.*

Confidential Section

6960 To consider report and associated prices for fire risk assessments for Wickersley Parish Council owned buildings

The parish clerk explained that the Fire Safety Act 2021 states a fire risk assessment is required by the Fire Safety Order 2005 to assess fire safety risks relevant to both workplaces and buildings. Quotes have been obtained from specialist companies to undertake a fire risk assessment and these were presented to councillors. This covers Winthrop Gardens, the Tanyard public toilets and Bob Mason Pavilion. WCCA are undertaking this process separately.

It was **RESOLVED** to accept the lowest of the 3 quotes obtained. The parish clerk to action.

6961 To consider report and associated prices for legionella risk assessments for Wickersley Parish Council owned buildings

The parish clerk explained that a Legionella risk assessment is mandatory under UK health and safety law, for employers who are in control of premises where staff and members of the public may be present. The requirement being to assess and control the risk of exposure to Legionella bacteria.

A legionella risk assessment was carried out at Bob Mason Pavilion, in Sept 2022.

Quotes have been obtained from specialist companies to undertake a legionella risk assessment and these were presented to councillors. This covers Winthrop Gardens, the Tanyard public toilets and Bob Mason Pavilion. WCCA are undertaking this process separately.

It was **RESOLVED** to accept the lowest of the 3 quotes obtained for Winthrop Gardens and the public toilets.

It was **RESOLVED** not to repeat the exercise for Bob Mason pavilion as it was considered there had been no changes since the last risk assessment in 2022. The parish clerk to action.

6962 To consider and determine the awarding of contracts for Grounds Maintenance and Landscaping contracts

Cllr Bates, Chair of Recreation and Environment, talked through the process undertaken, explaining that both contracts had undergone a root and branch review, so that all aspects of the contracts were correctly aligned for the next 3-year period.

The process followed financial regulations covering the legal and advertising aspects. There was a very good response and many expressions of interest recorded for both contracts. However, only 2 tenders were received for both contracts. These tenders were evaluated by the evaluation panel, again following financial regulations, due diligence checks and references were undertaken.

The advice from the evaluation panel was to accept the tender from company A who had tendered for both contracts and offered a slight price reduction. They are a new company to us and from conversations, their submission and references look to offer a very good product and will address all requirements of the contracts including maintenance of all specification areas.

The tender prices are within the budget allocation for these items.

It was **RESOLVED** unanimously to award the Grounds Maintenance and Landscaping contracts to Garden style to commence on 1st April 2024 for a 3-year contract period.

The parish clerk to action the award and commencement process with Cllr Bates.

Standing Orders were extended for 15 minutes.

6963 To consider for approval the interim staffing paper

Cllr Barber talked through the staffing report outlining the proposal of retaining the services of the temporary clerk-technical for a further period of 4 weeks to 31.3.24, working 10 hours flexibly per week. The cost being approximately £900. The reason for this being, to help reduce the backlog of work created by absences of staff and other reasons over an 18-month period.

It was explained that HR committee would keep staff resources and workload under review now that all staff are back at work fully.

It was **RESOLVED** unanimously to approve this proposal.

6964 To consider and appoint an IT provider

The parish clerk explained that the current IT provider is removing their support element, leading to the need to procure a new provider.

Prices have been obtained from 3 companies and it was considered all 3 companies would be able to deliver the required level of service and that all 3 options would provide an improved offering.

It was proposed that provider 3, who offered the lowest monthly price be awarded the contract. and take up their one-off option for the migration of our files to SharePoint . This being an improvement to our current situation.

It was **RESOLVED** unanimously to appoint company 3 with the provision, there is a break clause of 6 months in the contract for a period of 3 years.

The agreed extension to standing orders came to a close at 8.45pm therefore the meeting closed. The unconsidered agenda items, detailed below will be transferred to the March agenda.

1. To receive and note WCCA approved budget for 2024/25

2. To consider any general correspondence

3. To receive minutes from the following committees:
 - Recreation and Environment meeting 25/07/2023
 - Planning Committee meeting 05/10/2021.

The next meeting will be at 18.30 on 18th March 2024 at the Community Centre

Future Meetings of the Parish Council are detailed below

Monday 18th March 2024

Monday 15th April 2024

Monday 20th May 2024

Annual meeting of the Parish 6.00pm 20th May 2024

Monday 17th June 2024

Monday 15th July 2024 (@Winthrop Gardens)

Monday 16th September 2024

Monday 21st October 2024

Monday 18th November 2024

Monday 9th December 2024

Committee Meeting Schedule

Recreation & Environment 6.30pm

Tuesday 27th February 2024
Tuesday 9th April 2024
Tuesday 9th July 2024
Tuesday 8th October 2024

**Winthrop 9.00am (HELD AT
WINTHROP)**

Friday 1st March 2024
Friday 7th June 2024
Friday 6th September 2024
Friday 6th December 2024

HR 6.30pm

Monday 24th June 2024
Monday 23rd September 2024
Monday 2nd December 2024

Finance 10.00 am.

Wednesday 6th March 2024
Wednesday 29th May 2024
Wednesday 6th November 2024

Planning

Monday 5th February 2024

Woodland 6.30pm

Wednesday 13th March 2024
Tuesday 7th May 2024
Tuesday 3rd September 2024
Tuesday 3rd December 2024

WCCA

Monday 4th March 2024 6.30pm
Friday 7th June 2024 12noon
Monday 9th September 2024 6.30pm
Friday 29th November 2024 12noon

Events (2pm)

30th January 2024 6.30pm

Appendix 1
Financial Report to 31/12/2023

Wickersley Parish Council Financial Report to 31/12/2023	As at 31/12/2023	Committed to 31/03/2024	Total projected to 31/03/2024	Budget 2023/24	Surplus/-Deficit at 31/03/2024
INCOME					
Precept	£218,730.00	£0.00	£218,730.00	£218,730.00	£0.00
Bank Interest	£3,154.33	£1,050.00	£4,204.33	£750.00	£3,454.33
Total Bank Interest	£3,154.33	£1,050.00	£4,204.33	£750.00	£3,454.33
Community Centre Staff Recharge	£0.00	£25,000.00	£25,000.00	£25,000.00	£0.00
Lease income from library	£0.00	£3,000.00	£3,000.00	£3,000.00	£0.00
Insurance recharge	£0.00	£1,500.00	£1,500.00	£1,500.00	£0.00
Other income	£0.00	£0.00	£0.00	£0.00	£0.00
Total Community Centre	£0.00	£29,500.00	£29,500.00	£29,500.00	£0.00
Woodland - Other Income	£0.00	£0.00	£0.00	£0.00	£0.00
Total Woodland	£0.00	£0.00	£0.00	£0.00	£0.00
Event Income & Donations	£1,654.36	£190.00	£1,844.36	£0.00	£1,844.36
Total Events	£1,654.36	£190.00	£1,844.36	£0.00	£1,844.36
Tanyard Owner - Contribution	£0.00	£6,403.09	£6,403.09	£4,626.00	£1,777.09
Environment - Other Income	£0.00	£0.00	£0.00	£0.00	£0.00
Total Environment	£0.00	£6,403.09	£6,403.09	£4,626.00	£1,777.09
Bob Mason Income	£1,930.00	£1,605.00	£3,535.00	£2,250.00	£1,285.00
Total Recreation Grounds	£1,930.00	£1,605.00	£3,535.00	£2,250.00	£1,285.00
Wickersley Park Grants	£0.00	£0.00	£0.00	£0.00	£0.00
Total Wickersley Park Grants	£0.00	£0.00	£0.00	£0.00	£0.00
Other Income	£1,485.11	£-1,485.00	£0.11	£0.00	£0.11
Community Infrastructure Levy	£21,456.62	£0.00	£21,456.62	£0.00	£21,456.62
Total Other Income	£22,941.73	£-1,485.00	£21,456.73	£0.00	£21,456.73
Café Sales	£24,585.85	£414.15	£25,000.00	£25,000.00	£0.00
Plant Sales	£2,460.60	£539.40	£3,000.00	£3,000.00	£0.00
Curiosity Corner	£1,818.62	£181.38	£2,000.00	£2,000.00	£0.00
Donations	£4,146.84	£0.00	£4,146.84	£4,000.00	£146.84
Room Hire	£1,265.00	£1,235.00	£2,500.00	£2,500.00	£0.00
Allotment	£390.86	£9.14	£400.00	£400.00	£0.00
Crafts & Preserves	£4,854.96	£0.00	£4,854.96	£1,500.00	£3,354.96
Other Sales	£5,062.36	£0.00	£5,062.36	£500.00	£4,562.36
Total Winthrop Gardens	£44,585.09	£0.00	£46,964.16	£38,900.00	£8,064.16
TOTAL INCOME	£291,341.15	£37,073.09	£330,793.31	£294,756.00	£36,037.31
Total income less Community Infrastructure Levy	£269,884.53		£309,336.69	£294,756.00	£14,580.69

Chairman initials:

AB

John Barber

Minutes of the Full Parish Council Meeting
19th February 2024



EXPENDITURE					
Phones - Mobile	£0.00	£0.00	£0.00	£0.00	£0.00
Phones - Office & BT Broadband	£593.13	£200.00	£793.13	£1,100.00	£-306.87
Postage	£395.08	£197.50	£592.58	£250.00	£342.58
Stationery	£640.89	£350.00	£990.89	£1,150.00	£-159.11
Mileage & Travel Expenses	£0.00	£150.00	£150.00	£150.00	£0.00
Newsletter	£1,150.00	£1,150.00	£2,300.00	£3,000.00	£-700.00
General Expenses	£2,811.97	£650.00	£3,461.97	£3,500.00	£-38.03
Membership - YLCA/CPRE/SLCC/YRCC	£1,337.00	£0.00	£1,337.00	£1,400.00	£-63.00
Insurance	£3,211.30	£0.00	£3,211.30	£3,500.00	£-288.70
Audit Fees	£1,375.00	£0.00	£1,375.00	£1,550.00	£-175.00
Conferences & Training	£673.09	£200.00	£873.09	£1,300.00	£-426.91
Website	£0.00	£750.00	£750.00	£750.00	£0.00
Elections	£0.00	£0.00	£0.00	£0.00	£0.00
IT Support	£1,165.14	£2,000.00	£3,165.14	£4,000.00	£-834.86
Parish Support	£685.21	£0.00	£685.21	£4,000.00	£-3,314.79
Total Administration	£14,037.81	£5,647.50	£19,685.31	£25,650.00	£-5,964.69
Salaries - Administration	£86,465.97	£20,000.00	£106,465.97	£82,140.00	£24,325.97
Home Office Expenses	£0.00	£0.00	£0.00	£0.00	£0.00
Salaries - Handypersons	£24,267.21	£5,000.00	£29,267.21	£32,000.00	£-2,732.79
Tax & NI	£9,562.62	£2,000.00	£11,562.62	£7,500.00	£4,062.62
Superannuation	£20,266.82	£4,000.00	£24,266.82	£14,500.00	£9,766.82
Total Human Resources	£140,562.62	£31,000.00	£171,562.62	£136,140.00	£35,422.62
Handypersons materials	£360.80	£1,000.00	£1,360.80	£1,500.00	£-139.20
Tanyard - refuse collection	£1,981.80	£1,400.00	£3,381.80	£2,800.00	£581.80
Tanyard toilets - Maintenance	£353.38	£500.00	£853.38	£1,000.00	£-146.62
Tanyard toilets - ground rent	£100.00	£0.00	£100.00	£100.00	£0.00
Tanyard toilets - warden honorarium	£525.00	£0.00	£525.00	£525.00	£0.00
Tanyard toilets - non domestic rates	£0.00	£0.00	£0.00	£0.00	£0.00
Tanyard toilets - water & electricity	£708.61	£450.00	£1,158.61	£1,350.00	£-191.39
Tanyard - rock salt / gritting	£0.00	£0.00	£0.00	£100.00	£-100.00
Monthly gardening contract	£4,552.47	£1,517.49	£6,069.96	£9,000.00	£-2,930.04
Gardening & landscaping work-other	£903.23	£0.00	£903.23	£1,500.00	£-596.77
Churchyard annual grant	£1,000.00	£0.00	£1,000.00	£1,000.00	£0.00
Total Environment	£10,485.29	£4,867.49	£15,352.78	£18,875.00	£-3,522.22
Recreation Grounds	£1,487.75	£94.50	£1,582.25	£4,200.00	£-2,617.75
Bob Mason Pavilion	£1,052.43	£1,050.00	£2,102.43	£3,200.00	£-1,097.57
Grounds Maintenance Contract	£11,152.54	£3,384.18	£14,536.72	£15,500.00	£-963.28
Wickersley Park Boundary Maintenance	£1,500.00	£0.00	£1,500.00	£2,500.00	£-1,000.00
Recreation Grounds - Playground Repairs	£0.00	£0.00	£0.00	£3,500.00	£-3,500.00
Total Recreation Grounds	£15,192.72	£4,528.68	£19,721.40	£28,900.00	£-9,178.60
Caretaker Salary	£23,273.57	£5,000.00	£28,273.57	£30,000.00	£-1,726.43
Total Community Centre	£23,273.57	£5,000.00	£28,273.57	£30,000.00	£-1,726.43
Gorse - general	£1,637.50	£0.00	£1,637.50	£2,500.00	£-862.50
Wood - general	£755.00	£0.00	£755.00	£2,700.00	£-1,945.00
Wood & Gorse Wardens	£0.00	£110.00	£110.00	£110.00	£0.00
Common Bank Lease	£0.00	£100.00	£100.00	£100.00	£0.00
Woodland Committee Events	£94.95	£0.00	£94.95	£400.00	£-305.05
Total Woodland Management	£2,487.45	£210.00	£2,697.45	£5,810.00	£-3,112.55
Café Consumables	£6,652.45	£347.55	£7,000.00	£7,000.00	£0.00
Café infrastructure	£1,008.90	£491.10	£1,500.00	£1,500.00	£0.00
Plants and Shrubs	£227.00	£273.00	£500.00	£500.00	£0.00
Garden Maintenance	£3,711.70	£0.00	£3,711.70	£750.00	£2,961.70
Water Rates	£109.86	£190.14	£300.00	£300.00	£0.00
Electricity	£1,750.92	£1,249.08	£3,000.00	£3,000.00	£0.00
Gas	£463.54	£786.46	£1,250.00	£1,250.00	£0.00
Travel and Subsistence	£0.00	£300.00	£300.00	£300.00	£0.00
Machinery & Equipment Servicing	£295.77	£454.23	£750.00	£750.00	£0.00
Building Repairs	£240.01	£1,798.29	£2,038.30	£5,000.00	£-2,961.70
Refuse	£0.00	£500.00	£500.00	£500.00	£0.00
Cleaning	£310.50	£689.50	£1,000.00	£1,000.00	£0.00
Communications	£1,107.16	£142.84	£1,250.00	£1,250.00	£0.00
Volunteer costs	£344.45	£155.55	£500.00	£500.00	£0.00
Training and Certification	£0.00	£300.00	£300.00	£300.00	£0.00
Allotment	£40.00	£60.00	£100.00	£100.00	£0.00
Crafts & Preserves	£591.68	£0.00	£591.68	£250.00	£341.68
Card Fees (Sum Up)	£12.43	£37.57	£50.00	£50.00	£0.00
Other	£103.59	£1,054.73	£1,158.32	£1,500.00	£-341.68
Total Winthrop Gardens	£16,969.96	£8,830.04	£25,800.00	£25,800.00	£0.00
Events inc. Christmas Lights	£8,270.36	£1,450.00	£9,720.36	£11,000.00	£-1,279.64
Total Events	£8,270.36	£1,450.00	£9,720.36	£11,000.00	£-1,279.64
Loan Repayments - Community Centre	£12,944.47	£12,944.47	£25,888.94	£25,889.00	£-0.06
Ground rent - sewage works allotment	£12.00	£0.00	£12.00	£192.00	£-180.00
Total Other Expenditure	£12,956.47	£12,944.47	£25,900.94	£26,081.00	£-180.06
5800 - Grants & Donations	£500.00	£0.00	£500.00	£500.00	£0.00
5802 - Section 137 Donations	£150.00	£0.00	£150.00	£1,000.00	£-850.00
Total Grants & Donations	£650.00	£0.00	£650.00	£1,500.00	£-850.00
Chairman initiative	£244,886.25	£74,478.18	£319,364.43	£309,756.00	£9,608.43
TOTAL EXPENDITURE	£244,886.25	£74,478.18	£319,364.43	£309,756.00	£9,608.43
TOTAL INCOME, excl CIL	£269,089.00	£37,978.09	£309,446.16	£294,756.00	£14,690.16