

**BRAMLEY PARISH COUNCIL MEETING**  
**11 February 2025**  
**Parish Hall, Cross Street, Bramley, S66 2SA**  
**Minutes of the Meeting**

Meeting commenced at 19.01pm

Chair C Makin opened the meeting.

**01.00 Public Forum and Crime and Disorder in the Community**

01.01 Clerk T Smith stated that a chair needs to be elected to be chair until the elections in May. Cllr C Makin was nominated.

01.02 Unanimous vote for Chair C Makin to be chair until elections in May.

01.03 Cllr J Moore stated gratitude for the work that ex-Chair D Hardwick had done during his time on the council.

**02.00 To receive apologies for absence:**

02.01 Apologies:

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02.02 Present:

Chair Carol Makin  
Cllr Jasmine Sayner  
Cllr David Jackson  
Cllr Jim Moore  
Cllr John Bradwell  
Cllr Stephen Yeardley  
Cllr David Sayner  
Cllr Jean McVann  
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.

**Minutes of Meeting**

04.01 Cllr J Bradwell proposed the minutes of the 14 January 2025 Bramley Parish Council Meeting to be a true and accurate record thereof. Cllr B Foster seconded. Unanimous vote, abstained by Chair C Makin.

**Register of Actions**

04.02 Cllr J Sayner proposed the council doesn't carry out any further action with the tree until further complaint. Cllr D Sayner seconded. Unanimous vote.

04.03 Cllr J Sayner proposed that the council gets 3 quotes for a Health and Safety inspection. Cllr J McVann seconded. Unanimous vote.

**05.00 Parish Council Finances**

**Financial report to Bramley Parish Council 11<sup>th</sup> February 2025**

From statements as 31/01/2025

Current Account 1 Unity Bank	2*****0	£ 72592.56
Current Account 2 Unity Bank Reserve	2*****3	£ 37481.58
<b>Bank total as at statement date</b>	<b>£ 113,074.14</b>	

**Community Infrastructure Levy**

From statement as at 31/01/2025

Instant Access Unity Bank	2*****6	£ 282,172.39
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**Bramley Parish Council Transactions**

Parish Council:

Purchases made -

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

Closing Balance as at 31/12/2024 £ 77,714.49

No	Payment Type / Cheque No	Date	Details	Department	Purchase Ledger Ref	£ Amount	Total
1	BP	10/01/2025	Hollinsend Fire- Fire Door 50%	Parish Hall	614	1818.00	75,896.49

*C. Makin*

2	BP	10/01/2025	Peskys – Rats Control	Allotment/Parish Hall/Flash Lane	612	150.00	75,746.49
3	BP	10/01/2025	Prosser – Minute taking December 24	All Sites	618	42.00	75,704.49
4	BP	10/01/2025	R Ogle – 118496 Wages Preparation	All Sites	613	49.68	75,654.81
5	BP	10/01/2025	MJRCC – Broadband & Tele Jan 2025	Youth Club	619	70.08	75,584.73
6	DD	13/01/2025	Nest – Pensions	All Sites	-	117.72	75,467.01
7	BP	14/01/2025	Youth Club – Wages	Youth Club	617	5511.42	69,955.59
8	BP	14/01/2025	Village – Wages	Village	617	1351.42	68,604.17
9	BP	14/01/2025	Parish Hall – Wages	Parish Hall	617	997.27	67,606.90
10	DD	15/01/2025	YPO – Shredder & Bins	Office/Chatty	633	338.37	67,268.53
11	BP	15/01/2025	NAS – Subscription 2025	Allotments	629	66.00	67,202.53
12	BP	15/01/2025	YLCA – Training Policies & Procedures		628	26.30	67,176.23
13	BP	15/01/2025	Ground Management – Training	Flash Lane	626	142.00	67,034.23
14	BP	15/01/2025	AA0035 – Stamps		625	55.70	66,978.53
15	BP	15/01/2025	DH – Telephone Dec 2024		628	26.96	66,951.57
16	BP	15/01/2025	Bothams- 3 pitches x 2	Flash Lane	623	216.00	66,735.57
17	BP	15/01/2025	R Ogle -118425 Wages Preparation		622	49.68	66,685.89
18	BP	15/01/2025	YLCA – Training Event Management	All Sites	621	35.10	66,650.79
19	BP	15/01/2025	RSB – CR86 D143 & D119	Cemetery	620	700.00	65,950.79
20	BP	15/01/2025	G Richards – Window Cleaning Jan 25	Parish/ Youth	624	30.00	65,920.79
21	BP	17/01/2025	ICO – Registration 2025	All Sites	634	35.00	65,885.79
22	BP	17/01/2025	Sage – Software Jan 2025	All Sites	635	118.80	65,766.99
23	BP	19/01/2025	Multipay Setup up Fee – Bank Cards	All Sites	636	50.00	65,716.99
24	DD	23/01/2025	HMRC – PAYE	All Sites	637	1817.57	63,899.42
25	Chq No 300093	23/01/2025	Rotherham Hospice – Chatty Café Donation		627	174.62	63,724.80
26	Chq No 300092	28/01/2025	MacMillan Coffee Morning Donation		608	487.25	63,237.55
27	BP	28/01/2025	Hawk Security – Additional CCTV	Youth Club	630	680.00	62,557.55
28	BP	28/01/2025	Lemark – Locked Cabinets	Youth Club	631	732.00	61,825.55
29	BP	28/01/25	RSB – CR261, CR262 CR71 & Xmas Tree Removal	Cemetery/All Sites	632	300.00	61,525.55
30	BP	28/01/2025	Bothams – Pich x 2 Field x 2	Flash Lane	638	504.00	61,021.55
31	BP	28/01/2025	IH – Plaque Replacement	Jubilee Walk	639	10.98	61,010.57
31	BP	28/01/2025	AA0035 – Ink	All Sites	640	117.00	60,893.57
32	BP	28/01/2025	4 x Trees & keys	Jubilee/Flash/Parish	641	687.69	60,205.88
33	BP	28/01/2025	HD – Chatty Café Food	Chatty Café	642	15.00	60,190.88
34	BP	28/01/2025	AA0034 – Chatty Café Food	Chatty Café	643	40.25	60,150.63
35	BP	28/01/2025	DH – Telephone Jan 2025 less overpayment		644	15.80	60,134.83
36	BP	30/01/2025	AA0035 – Postage	Allotments	645	2.50	60,132.33
37	BP	30/01/2025	C003 – Work Drive, Canva, Adobe	All Sites	646	151.32	59,981.01
38	CHRG	31/01/2025	Service Charge	All Sites	647	12.00	59,969.01

Total Expenditure £ 17745.48  
 Net Balance after purchases deducted £ 59,969.01

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 £ 59,969.01

No	Payment Type / Cheque Number	Date	Details	Department	Purchase Ledger Ref	£ Amount	Total
1	BACS	09/01/2025	W07 ND – Rent 2025	Allotments	-	20.00	59,994.01
2	BACS	14/01/2025	W3 AD – Rent 2025 Part Payment	Allotments	-	5.00	59,999.01
3	BACS	14/01/2025	W12 MD – Rent 2025	Allotments	-	25.00	60,024.01
4	BACS	15/01/2025	MIFS – Invoice 1228 & 1232	Cemetery	-	2000.00	62,024.01
5	BACS	16/01/2025	Winks – Cartwright	Cemetery		125.00	62,149.01
5	BACS	20/01/2025	HMRC – VAT Refund Oct to Dec 2024	All Sites		873.55	63,022.56
6	BACS	20/01/2025	W E Pinder FD – Inv 1233 Buttle	Cemetery		950.00	63,972.56
7	BACS	21/01/2025	Grassby & Son FD – Cartwright	Cemetery		450.00	64,422.56
8	BACS	23/01/2025	MIFS – Burials	Cemetery		625.00	65,047.56
9	BACS	27/01/2025	LP G7 rent	Allotments		25.00	65,072.56
10	BACS	27/01/2025	Winks – Buttle Memorial	Cemetery		125.00	65,197.56
11	PIB000061	28/01/2025	Various Allotment income	Allotment	-	225.00	65,422.56
12	PIB000062	28/01/2025	Various Allotment income	Allotment		50.00	65,472.56
13	BACS	28/01/2025	AD W3 – Rent	Allotment		20.00	65,492.56
14	BACS	29/01/2025	P&B W3 – Rent	Allotment		25.00	65,517.56
15	BACS	30/01/2025	RF W8 – Rent	Allotment		25.00	65,542.56
16	BACS	31/01/2025	CN G1 – Rent	Allotment		25.00	65,567.56
17	BACS	31/01/2025	ST W11 – Rent	Allotment		25.00	65,592.56
18	BACS	31/01/2025	Grants	Chatty Cafe		7000.00	72,592.56

Total Income £ 12,623.55  
 Closing Balance £ 72,592.56

Community Infrastructure Levy Transactions

Parish Council:

CIL Purchases made -

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: TRANS = Transfer CHRG = Charges

Closing Balance as at 31/12/2024 £ 282,172.39

C. Makin

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

Parish Council:  
CIL 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 £ 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: 01/01/2025 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: TRANS = Transfer CHRG = Charges

Closing Balance as at 31/12/2024 £ 36487.58

No	Payment Type / Cheque	Date	Details	Department	Purchase Ledger Ref	£ Amount	Total
1	CHRG	31/01/2025	Service Charge	All Sites		6.00	36481.58

Total Expenditure £ 6.00  
Net Balance after purchases deducted £36481.58

Parish Council:  
Reserve 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 £ 36481.58

No	Payment Type / Cheque Number	Date	Details	Department	Purchase Ledger Ref	£ Amount	Total
1	BACS	23/01/2025	Dignity Funerals - 034322 Paid into incorrect account	Cemetery	-	1000.00	37481.58

Total Income £ 1000.00  
Closing Balance £ 37481.58

05.01 Cllr B Foster called attention to the discrepancy on the Reserve Account between the expenditure and net balance, as the balance should be £36481.48, rather than £36451.58.

05.02 Cllr J Bradwell proposed the finance statement, with the proposed change, be accepted. Cllr J Moore seconded. Unanimous vote, abstained by Cllr J Sayner.

### **06.00 Audit Report Update**

06.01 Credit and gratitude was given to Clerk T Smith and Finance Officer T Sayner for the progress made in completing the recommendations within the audit report.

06.02 Cllr J Bradwell proposed the update on the audit report as submitted to the meeting be accepted. Cllr D Sayner seconded. Unanimous vote.

### **07.00 Review of Hire Charges**

07.01 Cllr J Sayner proposed that £12 is charged on weekdays and £18 on weekends, with a month's notice given to businesses and community groups, and a 24-hour cancellation policy is put into place. Cllr J Bradwell seconded. Unanimous vote.

### **08.00 Community Consultation**

08.01 Cllr D Sayner suggested that the council should investigate costs for the various community suggestions and that another community consultation is then carried out in the spring.

08.02 Cllr J Bradwell proposed the council contact Thurcroft Parish Council for details of their provider in order to get a quote for Christmas lights. Cllr J McVann seconded. Unanimous vote.

### **09.00 Committee Updates**

#### **Allotments:**

09.01 No meeting.

#### **Cemetery:**

09.02 No meeting.

#### **Events: Update from Events Committee:**

09.03 Cllr J Bradwell proposed that The Council arrange for someone to put 7-8 cones on Wadsworth Rd on Sundays, when football matches are being played. Cllr J McVann seconded. Unanimous vote.

## **Finance:**

09.04 No recorded minutes.

## **Gardens and Landscaping:**

09.05 Clerk T Smith stated she had received a complaint in relation to litter around the village. Cllr J Sayner stated that the more litter is reported to the RMBC, the higher it goes up the list of priority. She stated that there was an app which the public could report to. Clerk T Smith said she would report the litter to RMBC.

09.06 Clerk T Smith stated that the Groundsman had been litter picking in the village, last week, but due to his other responsibilities he does not always have the capacity to do this, however she would monitor this and deploy resources when available.

## **10.00 Buildings Repairs, Renewals and Safety – verbal report**

10.01 None

## **11.00 To consider applications for planning permission**

### **55 Flash Lane**

11.01 Cllr B Foster stated that there shouldn't be an argument against the class C3(b) houses as they are for supported housing schemes.

11.02 Clerk T Smith stated that the initial planning permission has already been approved and that this was a revision. The council agreed that the planning permission should not be challenged.

### **Land behind Ridgway Close adjacent to Cumwell Lane**

11.03 Clerk T Smith stated that the land is not within Bramley Parish borders.

11.04 It was agreed that since the land does not come under Bramley Parish Council, it did not need to be discussed further.

## **12.00 Chairman's Report to the Parish Council**

12.01 Chair C Makin stated that she would report back gratitude to ex-Chair D Hardwick. Cllr S Yearley suggested that the council gives a gift for his services.

12.02 Cllr D Sayner proposed that the council gives a gift to ex-Chair D Hardwick with a budget of £100. Cllr J Bradwell seconded. Unanimous vote, abstained by Cllr S Yearley, stating that there should be a higher budget of £150.

**13.00 Clerk's Report to the Parish Council**

13.01 Cllr D Sayner proposed that leaflets are sent to Poppy Fields residents. Cllr B Foster seconded. Unanimous vote.

**14.00 Items of Confidentiality not for publication**

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 11 March.

The meeting concluded at 21.09pm.

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

\_\_\_\_\_ C. Makin.

Date: 13-3-25