

BRADFIELD PARISH COUNCIL

Finance & Staffing Committee

Held at the Council offices, Mill Lee Road, Low Bradfield

11th March 2026

Present: -	(Chair)	Councillor S Cole
	(Oughtibridge)	Councillor T Barrow
	(Stannington)	Councillor D Chinchen
		Councillor J Morton
		Councillor P Baker
		Councillor C Carter
		Councillor R Roberts
		Councillor T Vickers
	(Worrall)	Councillor J Paszek
		Councillor J Westwood-Gray

25299. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs V Powell and K Southwood.

25300. EXCLUSION OF THE PRESS AND PUBLIC

The Clerk noted agenda items 25309, 25310 and 25311 would be taken in part 2 of the meeting.

25301. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

There were no items of business.

25302. CLERK'S REPORTS/CORRESPONDENCE

a) The Clerk tabled a GDPR Data Map. This is to be uploaded to the website and gives information on personal data the Council deal with how and why it is stored etc.

25303. WORKING PARTNERSHIP AGREEMENT

Oughtibridge Gala Events and Donations - Councillors received a request from Oughtibridge Gala Events and Donations for funding under the Working Partnership Agreement.

Proposed by Cllr. S Cole, seconded by Cllr. T Vickers and

RESOLVED: To award £2500 for 2026/27 to Oughtibridge Gala Events and Donations under the Working Partnership Agreement.

25304. GOV.UK DOMAIN

Councillors considered the purchase of individual Gov.uk email addresses for each Councillor. The item was deferred for future consideration.

25305. MEMBERS QUERIES AND INFORMATION

There were no items of business.

25306. TIME SENSITIVE FINANCIAL MATTERS

There were no items of business.

25307. INVESTMENT POLICY

Councillors considered the draft Investments Policy together with the options for investments.

Proposed by Cllr. J Paszek seconded by Cllr. T Barrow and

RECOMMENDED: That the Parish Council adopt the Investments Policy and instruct the Clerk to open an account with Unity Trust Bank transferring funds into savings accounts as agreed.

25308. PAYMENTS FOR APPROVAL

Proposed by Cllr. T Vickers, seconded by Cllr. J Westwood- Gray and

RESOLVED: To authorise payment for signature for the following invoices:

MPC Services	Commissioning Sewage Plant	£ 474.00	LGA72(Sec.111)
Taylor Emmet Solicitors	Legal Fees	£11,263.00	LGA72(Sec.111/222)

Proposed by Cllr. S Cole and **RESOLVED:** That pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960 the press and public be excluded for the following items.

25309. GRANT APPLICATIONS

To receive and consider grant applications

a) Wisewood Junior Football Club

Councillors reconsidered a grant application from Wisewood Junior Football Club for funding towards the costs of remedial work to create a useable function room.

Proposed by Cllr. T Vickers, seconded by Cllr. D Chinchin and

RESOLVED: That £2000 be awarded towards the costs of remedial work to create a useable function room.

b) Bradfield Festival of Music

Councillors considered a grant from Bradfield Festival of Music towards for funding towards the costs of the Bradfield Music Festival

Proposed by Cllr. T Vickers, seconded by Cllr. P Baker and

RESOLVED: That £500 be awarded towards the costs of the Bradfield Music Festival. The funding to be taken from the 2026/27 budget.

25310. STAFFING

Councillors received recommendations from the Staffing Sub Committee, following staff appraisals.

Proposed by Cllr. J Westwood- Gray, seconded by Cllr. C Carter and

RECOMMENDED:

a) That the Parish Council agree to seasonal working hours for Groundstaff as an option to current working hours.

The seasonal hours being: -

- November to February the working day to decrease by two hours.
- March to October the working day to increase by one hour.

b) That the contracted hours for the Assistant to the Clerk be increased from 27 to 32 hours per week to take affect from 1st April 2026.

25211. SEWAGE TREATMENT PLANT LOW BRADFIELD

The Clerk updated Members regarding the contractor who installed the sewage treatment plant at Low Bradfield Post Office.

..... Chair