

BRADFIELD PARISH COUNCIL

Finance & Staffing Committee

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

11th February 2026

Present: -	(Chair)	Councillor S Cole
	(Oughtibridge)	Councillor D Chinchen
	(Stannington)	Councillor J Morton
		Councillor P Baker
		Councillor C Carter
		Councillor R Roberts
		Councillor T Vickers
	(Wharncliffe Side)	Councillor V Powell
	(Worrall)	Councillor K Southwood

25264. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs T Barrow, J Paszek, Cllr S Shepherd and Cllr J Westwood-Gray.

25265. EXCLUSION OF THE PRESS AND PUBLIC

Proposed by Cllr. 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 items 25273, 25274, 25275 and 25276.

25266. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

There were no items of business.

25267. CO-OPTION OF COUNCILLOR

Proposed by Cllr. T Vickers, seconded by Cllr. C Carter and

RESOLVED: To co-opt Cllr D Chinchen to the Finance and Staffing Committee for the duration of the meeting.

25268. CLERK'S REPORTS/CORRESPONDENCE

There were no items of business.

25269. ANNUAL REVIEW OF THE COUNCIL'S RISK ASSESSMENTS AND AUDIT ARRANGEMENT

A copy of the Parish Council's risk assessment documents had been circulated with the agenda for review, together with the review of audit arrangements and Financial Regulations. Councillors reviewed the documents and considered all potential hazards, and the controls associated with them. Proposed by Cllr. T Vickers, seconded by Cllr. K Southwood and

RESOLVED: - To accept the risk assessment forms, internal audit arrangements and financial regulations as supplied by the Clerk. To also note that the Council have sufficient controls in place to accommodate the potential hazards faced by the Parish Council. The Clerk noted that the sum of £1M for Fidelity Guarantee Insurance was sufficient for 2026/27.

25270. MEMBERS QUERIES AND INFORMATION

There were no items of business.

25271. TIME SENSITIVE FINANCIAL MATTERS

Dungworth Tree Project

The Clerk noted that costs and a timetable were requested from Re-Gather for phase two of the Dungworth Tree project

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

RESOLVED: That approval be given for the costs for materials and labour for phase two of the Dungworth tree project. A total cost of £1181.

25272. PAYMENTS FOR APPROVAL

Proposed by Cllr. K Southwood, seconded by Cllr. T Vickers and

RESOLVED: To authorise payment for signature for the invoice charges incurred to date for the solicitor's services in relation to the dispute with SA Hewitts Ltd.

Part 2

25273. REVIEW OF FEES AND RENTS

Councillors reviewed the fees and rents for the financial year 2026/27

Proposed by Cllr. K Southwood, seconded by Cllr. T Vickers and

RECOMMENDED: - That the Parish Council retain the same level of fees and rents for the financial year 2026/27 as for 2025/26.

25274. CARETAKERS' TENANCY AGREEMENT

Councillors reviewed compliance with the tenancy agreement and considered renewing the tenancy.

Proposed by Cllr. P Baker, seconded by Cllr. K Southwood and

RECOMMENDED: - That the Parish Council renew the tenancy relating to the Caretakers' accommodation for the term commencing 1st April 2026 and agree to renew the tenancy at the end of the term provided the tenants comply fully with the terms of the Assured Shorthold Tenancy Agreement.

25275. GRANT APPLICATIONS

To receive and consider grant applications

a) Wisewood Junior Football Club

Councillors reconsidered a grant application from Wisewood Junior Football Club towards the cost of installing a new bar and knock down internal walls to make a large function room. Item to be deferred and a site visit from the Chair to be arranged.

25276. SEWAGE TREATMENT PLANT LOW BRADFIELD

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

Councillors agreed that the current legal action being taken is following legal advice in light of a serious threat which has been partially undertaken and giving consideration to potential environmental consequences and public health/sanitation issues, thereby protecting the Parish Council's tenant and other vulnerable residents.

Proposed by Cllr. S Cole, seconded by Cllr. V Powell and

RESOLVED: - For the Clerk to arrange a system inspection in the first instance prior to any service agreement being setup.

..... Chair