

Killamarsh Parish Council

Killamarsh Sports Centre
Killamarsh Community Campus
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31 December 2020

NOTICE OF AN EXTRAORDINARY MEETING

In accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meeting Regulations 2020); this meeting will be held using a remote conference facility.

To All Members of the Sports Centre Committee

Notice is hereby given that an Extraordinary meeting of the Sports Centre Committee will be held virtually via Zoom Video Conference on Wednesday 06th January 2021 at 11.00am

A handwritten signature in black ink, appearing to read "A. S. Clough".

Councillor Steve Clough

Chairman of the Sports Centre Committee

Virtual Meeting Joining Instructions

1) Click on the direct meeting invitation:

<https://us02web.zoom.us/j/89279251217?pwd=bGtlQ1ltWFhGQVZrMnNjYVM1Rm8yZz09>

2) Enter the Meeting ID: 892 7925 1217 and then enter the Password: 257372

3) Alternatively you can dial: 0203 481 5237 or 0203 051 2874 or 0203 901 7895 or 0131 460 1196 and then enter Meeting ID: 892 7925 1217 followed by Password: 257372 (local call rate charges may apply)

Sports Centre Committee Membership

Cllr Steve Clough (Chairman)

Cllr Lillian Robinson

Cllr Stuart Mullins

Cllr Nick Whitehead

Cllr Mo Potts

Recording of Council Meetings

Under the Openness of Local Govt. Bodies Regulations 2014, members of the public may now film, photograph and make audio recordings of the proceedings of the formal Council meeting, though not, under current legislation, of the Public Participation session, as this is not part of the formal agenda of the meeting. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted.

Public Participation

- Notice is given that at a time agreed by the meeting, 15 minutes may be set aside for members of the public to make representation on the business of the agenda for the meeting
- Any member of the public shall not speak for more than three minutes.
- A question asked by a Member of the Public during Public Participation shall not require a response or debate during the meeting though the Chairman may direct that a written response will be provided subsequent to the meeting.

PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960.

AGENDA

1.	Chairman's Opening Remarks To receive the Chairman's opening remarks. The Chairman will notify those present about the holding of virtual meetings.
2.	Apologies for Absence To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting.
3.	Declarations of Disclosable Pecuniary and Other Interests 3.1 To receive declarations of disclosable pecuniary interests (DPI) and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117. Note: Members must generally declare a disclosable pecuniary interest which he or she has in any item on the Agenda. A Member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a Member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place. 3.2 To receive, consider and record councillors requests for DPI dispensation (section 31 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.
4.	Adjournment for Public Participation To adjourn the meeting for 15 minutes to allow members of the public to make representation on the business of the agenda for the meeting. No resolutions can made be under public participation.
5.	Exclusion of Press and Public - Public Bodies (Admission to Meetings Act) 1960 To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.
6.	Minutes To approve the draft minutes of the Sports Centre committee meeting held on the 26 November 2020. (previously circulated)
7.	Coronavirus Update and Sports Centre Implications To consider the operational and management implications for the Sports Centre in view of the new tier 4 restrictions that became effective from 11pm on 30 December 2020 and to determine the continuation of leisure and sports services. Members will need to consider: <ul style="list-style-type: none">• Finances (Month 8 income and expenditure report enclosed)• Furlough• Continuation of part services
8.	Temporary Sports Centre Operational Management Cover To receive a verbal update on the arrangements in place to cover the post of the Operations Manager and to consider and recommend any temporary pay increases to reflect the period of cover and level of responsibility to the Personnel committee for consideration. Note: The last working day for the Operations Manager is Friday 8 th January 2021. The Personnel Committee have delegated responsibility to determine staffing matters.

9.	Any items for discussion for a future agenda To notify the Clerk of any matters for inclusion on the agenda of the next meeting.
10.	Date of the Next Committee Meeting To agree a date for the next ordinary meeting of the Sports Centre committee to be convened.

**Minutes of the Sports Centre Committee Meeting of Killamarsh Parish
Council held on Thursday 26th November 2020 at 12.00hrs**

This meeting was held via Zoom

Present: Cllr Clough (Chair), Cllr Potts (taking minutes), Cllr Mullins, Cllr Robinson

Also in attendance: 2 members of the public

1. Apologies for Absence

None

2. Declarations of Member's Interests

None declared.

3. Chairs Announcements

None

4. Public Participation

A period of 15 minutes was set aside for public comments/questions. No members of the public requested to speak.

5. Minutes of the Sports Centre Committee Meeting held 19th November 2020

Minutes from the open session were accepted as a true and correct record.

6. Public and Press Exclusion

Consideration was given to which items if any should be taken with the public and press excluded, in accordance with Public Bodies (Admission to Meetings) Act 1960 S1.

RESOLVED that item 8 be taken in closed session, in the absence of the public and press - Confidential minutes from meeting held 19th November 2020

7. 2021/22 Budget Planning for Sports Centre Codes

Though there were inaccuracies/questionable figures and typos identified in the financial report as presented at the meeting, decisions by a line by line review were made, based on the information we had.

RESOLVED that a first draft budget be presented to the Finance Committee

8. Confidential Minutes of 19th November 2020

Moved to closed session.

9. Date and Time of Next Meeting

To be confirmed.

DRAFT

2020/21 Year to Date Accounts - Month 8 (October)

HEADING	AREA-INCOME	CODE	Current 20/21 Budget	YTD Month 8 Nov 20	Projected 20/21 Budget
101 CM	RENT RECEIVED-Youth/Library	1001	250	200	200
201 LC-IN	SAUNA	1008	600	0	0
201 LC-IN	FITNESS MEMBERS inc corporate/mem cds	1025	105000	11966	32000
201 LC-IN	SPORTS EQ HIRE	1048	1500	3	1
201 LC-IN	ROOM HIRE LARGE HALL & ALL SPORTS	1010	44000	2921	3200
201 LC-IN	SQUASH COURTS	1004	21000	2029	2500
201 LC-IN	CHILD ZONE	1054	16500	3766	4000
201 LC-IN	GYMNASTICS-see note b)	1031	32000	507	1000
201 LC-IN	SMALL SPORTS HALL	1020	13000	1401	1500
201 LC-IN	Misc/Stock sales/Bank differences	1180	300	201	225
201 LC-IN	HMRC JRS GRANT	1186	0	17481	17800
201 LC-IN	NEDDC LRSG Covid 19 Grant	1187	0	3000	3000
202 LC-V	VENDING	1027	1000	134	150
203 LC OUT	ASTRO TURF HIRE inc misc income	1030	21000	4597	10000
204 LC CLEAN	HMRC JRS GRANT	1186	0	2867	3200
205 LC CSA	HMRC JRS GRANT	1186	0	15083	15083
212 BAR-CAT	ROOM HIRE NONE SPORTS	1002	17500	577	700
212 BAR-CAT	BAR	1040	90000	0	0
212 BAR-CAT	CATERING / Entertaining / income from coffee	1045	25000	-667	-667
212 BAR-CAT	HMRC JRS GRANT	1186	0	18468	24000
301 ALL BL	ALL ALLOTMENTS	1001	400	330	400
321 P & OS	WAYLEAVES & EASEMENTS		0	0	0
901 C S	PRECEPT SUPPORT GRANT	1172	11400	7602	11402
901 C S	PRECEPT	1176	496305	330870	496305
901 C S	Parish Newsletter for adverts-see expenditure	1026	0	0	0
901 C S	GRANTS RECEIVED	1177	6000	0	0
901 C S	BANK INTEREST	1190	1370	0	0
902 OS	DCC RIGHTS OF WAY GRANT	1126	495	0	0
	TOTAL INCOME		£904,620	£423,336	£625,999
	b) Gymnastics income over expenditure to take into account				
	STAFF COSTS				

HEADING	AREA-EXPENDITURE	CODE	Current 20/21 Budget	YTD Month 8 Nov 20	Projected 20/21 Budget
101 CM	PENSION ADDED YRS-Ex employee	4006	800	398	800
101 CM NEW	LEGAL FEES	4056	5000	1850	5000
101 CM	HR/PAYROLL/H & S inc DBS	4063	8000	2940	4350
102 D R & M	RENT OF NEDDC NOTICE	4013	1	1	1
106 KIC	KILLAMARSH IN COLOUR/CHRISTMAS	4706	6640	4445	6640
107 G & D	Grants & Donations (Incl S137)	4711	2000	200	2000
109 C & P	LOAN INTEREST PWLB	4054	143	95	143
109 C & P	LOAN CAPITAL REPAYD PWLB	4055	2260	1507	2260
109 C & P	Cap - BIRCHLANDS COMM PARK FUR	4906	0	3071	3071
109 C & P	IN YEAR CAPITAL/RESERVE inc sinking fund	4993	64137	42758	132443
109 C & P	TFR FREARMARKED RSV	4999	0	-3071	-3071
201 LC-IN	SPORTS GROSS	4004	135,945	74,625	115,150
201 LC-IN	COACHES-NOT GYMNASTICS	4005	15000	2523	4000
201 LC-IN	COACHES-GYMNASTICS inc. certificates	4007	20000	880	2000
201 LC-IN	RATES	4011	120000	-93703	-93703
201 LC-IN	WATER RATES	4012	3000	976	1000
201 LC-IN	ELECTRICITY-CENTRE	4014	37000	16977	20000
201 LC-IN	GAS-CENTRE	4015	15000	10615	16000
201 LC-IN	JANITORIAL SUPPLIES inc window clean	4016	3000	2111	2500
201 LC-IN	REFUSE DISPOSAL inc bulb disp & glass	4018	4500	2793	4500
201 LC-IN	TELEPHONE/BROADBAND	4021	3000	2026	2500
201 LC-IN	PUBLICITY SPORTS INC COPIES	4032	2000	12	100
201 LC-IN	SECURITY CASH COLLECTION	4035	200	410	200
201 LC-IN	EQUIPMENT HIRE ONLY	4036	16416	14769	16500
201 LC-IN	MAINTENANCE CONTRACTS	4038	12000	8121	12500
201 LC-IN	EQ & SMALL TOOLS SPORTS inc memb cds	4040	4500	308	1000
201 LC-IN	PROTECTIVE CLOTHING all depts	4047	1000	316	800
201 LC-IN	DD CHARGES SPORTS	4052	3000	719	1000
201 LC-IN	CARDNET CHARGES	4053	2000	927	1250
201 LC-IN	ARCH/SURVEYORS ETC	4060	0	4270	4270
201 LC-IN	OTHER PROFESSIONAL FEES	4062	0	25397	25397
201 LC-IN	LICENCES MUSIC/RECORDING	4115	5000	3040	5000

201 LC-IN	TFR TO EARMARKED RSV	4998	0	68306	68306
202 LC-V	PURCHASES FOR RESALE INC CL STOCK	3103	0	0	0
202 LC-V	EQUIPMENT & SMALL TOOLS	4040	0	5	5
202 LC-V	EQUIPMENT HIRE-VENDING	4041	260	130	260
203 LC OUT	OUTSIDE MAINTENANCE	4042	4000	630	1000
204 DOM/JAN	DOMESTIC/JANITOR GROSS	4004	22875	9354	14450
205 CSA	CSA GROSS	4004	57635	30723	45000

HEADING	AREA-EXPENDITURE	CODE	Current 20/21 Budget	YTD Month 8 Nov 20	Projected 20/21 Budget
212 BAR-CAT	BAR WET STOCK INC CL STOCK	3101	35000	0	0
212 BAR-CAT	FOOD & DRINK PURCHASES	3120	10000	0	0
212 BAR-CAT	NON FOOD PURCHASES	3125	1500	0	0
212 BAR-CAT	BAR/CATERING GROSS	4004	68496	35174	35174
212 BAR-CAT	PUBLICITY & STATIONERY BAR/CATERING	4032	2000	1	1
212 BAR-CAT	BAR CATERING GASES/EQ/TOOLS in Bt	4040	1250	0	0
212 BAR-CAT	STOCKTAKING FEES	4061	900	0	0
212 BAR-CAT	ENTERTAINERS	4072	1500	0	0
212 BAR-CAT	REDUNDANCY PAYMENTS	4100	0	17307	16975
212 BAR-CAT	FOOD/DRINK LICENSES	4115	400	508	508
321 P & OS	RENT-Paid for the year	4013	89	89	89
321 P & OS	DOG BIN EMPTYING & Purchase 4 bins	4019	4500	2538	3780
321 P & OS	GROUNDS MAINTENANCE	4037	12000	5017	10500
331 CEM	WATER RATES CEMETERY	4012	100	41	100
331 CEM	REFUSE DISPOSAL CEMETERY	4018	1300	0	0
332 C & C	ELECTRICITY CHURCH/CEMETERY	4014	400	251	400
332 C & C	CHURCH CLOCK ANNUAL SERVICE	4038	340	191	340

401 H & SF	RENT	4013	40	38	38
402 CCTV	ELECTRICITY CCTV	4014	600	408	624
501 CB	COMMUNITY BUS	4702	5200	0	0
901 C S	OFFICE BASIC SALARIES inc tr from EMR	4004	82042	58206	60750
901 C S	TRAINING FOR ALL STAFF	4008	4000	70	70
901 C S	MILEAGE ALL STAFF	4009	200	22	0
901 C S	MISCELLANEOUS ALL AREAS	4020	600	94	94
901 C S	POSTAGE	4022	750	0	100
901 C S	STATIONERY/PRINTING/COPIES	4023	1000	1353	1500
901 C S	SUBSCRIPTIONS/BOOKS	4024	1500	1257	1260
901 C S	INSURANCE	4025	14641	10346	15150
901 C S	PARISH NEWSLETTER Printing	4026	1752	0	0
901 C S	OFFICE EQUIPMENT/EQ/MAINT	4027	200	0	0
901 C S NEW	ELECTION CHARGES	4028	0	0	0
901 C S NEW	RECRUITMENT ADVTG	4030	0	127	175
901 C S	Maintenance repairs-all areas	4036	10000	1283	2500
901 C S	IT HARDWARE AND SOFTWARE	4046	14500	10959	14500
901 C S	BANK CHARGES	4051	1100	113	250
901 C S	AUDIT FEES EXTERNAL-GT	4057	1600	1147	1680
901 C S	AUDIT FEES INTERNAL-AS	4058	1700	702	1680
901 C S	ACCOUNTANCY FEES-DCK MONTH/ANN	4059	7000	6135	7000
901 C S	NEIGHBOURHOOD PLAN	4086	6000	0	6000
901 C S	REDUNDANCY PAYMENTS	4100	0	4700	4700
902 OS	HP BASIC GROSS	4004	30108	10728	14642
902 OS	HP EQ AND TOOLS FOR CENTRE/VILLAGE	4040	1500	1132	1500
902 OS NEW	VEHICLE LEASING	4043	0	2917	3976
902 OS	VEHICLE FUEL MOT ETC	4044	1500	1509	2000
902 OS	TFR FR EARMARKED RESERVES	4999	0	-2300	0
	TOTAL EXPENDITURE		£903,620	£413,517	£632,678
	TOTAL INCOME/EXPENDITURE		£1,000	£9,819	-£6,679