

**MINUTES OF BRIERFIELD TOWN COUNCIL MEETING HELD AT BRIERFIELD
COMMUNITY CENTRE ON 24th MARCH 2025
Chair: Mazhar Iqbal**

1. COUNCILLORS PRESENT:

Mohammed Hanif	Qamar Shazad	Sajjad Ahmed
Mohammad Khan	Adeel Waseem	Naeem Ashraf
Yasser Iqbal	Sania Mazmal	

Apologies: Mohammad Altaf and Saqlain Ali

2. DECLARATIONS OF INTEREST - There were no declarations of interest.

3. PUBLIC QUESTIONS - No public questions

4. TO APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 27th JANUARY 2025 The minutes were approved and signed by the Chair as a true and correct record.

5. TO APPROVE THE FINANCE STATEMENT AS AT 24th MARCH 2025
The finance statement was approved.

6. ISSUES FOR DISCUSSION

- a. Staff - It was unanimously agreed that the council should employ 2 part-time staff as hall-keepers.
- b. Grants – None received.
- c. Audit - Members were advised that all 2024-25 paperwork relevant to the external audit will be given to the accountant (internal auditor) including invoices, payments made, etc. All documents, for the external auditor, will be presented at the next council meeting.
The following documents were discussed, reviewed and approved: Risk Management Assessment, Schedule of Assets and contact details
These documents will be sent to the auditor with the rest of the bundle.
- d. Issues raised in December meeting - this matter was deferred to the next meeting.

7. Mayor's report - The Mayor presented his report.

Signed: Councillor Mohammad Khan

Date: 27-05-25