



DALTON PARISH COUNCIL

Dalton Parish Hall,
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29th December 2021

Dear Councillors,

You are hereby summoned to attend the **Finance & Employment Committee Meeting** of the Parish Council, to be held on **Thursday 6th January 2022** at Dalton Parish Hall at **6.30 pm** for the purpose of transacting the following business:

Joanne Holsey

Joanne Holsey
Clerk to the Council

AGENDA

Encl

1. To receive apologies for absence given in advance of the meeting
2. To consider the approval of reasons given for absence
3. To note any declarations of interest on items to be discussed at this meeting
4. To approve the minutes of the Finance and Employment Committee Meeting held on 1st July 2021 (A)
5. To resolve if members of the press and public are to be excluded from any agenda items of the meeting due to the nature of the business to be transacted under Public Bodies (Admission to Meetings) Act 1960, S1 (2))
6. To note matters arising from the minutes of the Finance & Employment Committee Meeting of 1st July 2021
7. To consider financial matters and agree further action where necessary including: -
 - 7.1 Bank Reconciliation including Combined Bank Reconciliation to 31st October 2021 (To be distributed at the meeting) (B)
 - 7.2 Confirmation of payments schedule 31st October 2021 (C)
 - 7.3 Confirmation of receipts schedule for 31st October 2021 (D)



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- 7.4 Detailed income and expenditure to 31st October 2021 (E)
- 7.5 Projected Budget and Projected Income and Expenditure to 31st March 2022 (F)
- 7.6 Earmarked reserves proposed 2022-2023 spend report (G)
- 7.7 Draft budget and precept for 2022-2023 (H)

- 8. To consider, discuss and agree further action where necessary regarding staffing matters including: -

- 8.1 Sickness
- 8.2 Resignation of Caretaker for Sunnyside Community Centre
- 8.3 New Contract Caretaker (Reduction in hours following resignation) from 1st January 2022 (I)
- 8.4 Agree contract cleaner for Sunnyside community Centre – 5 hours per week

- 9. To notify Parish Clerk of any matters for inclusion on a future agenda

- 10. To note the date of the next committee meeting

Finance and Employment – 7th April 2022