

Dalton Parish Council

Minutes of the Finance & Employment Committee Meeting of September 2023 held at Dalton Parish Hall

Members: M Bray (Chair), C Malia, S Pickering and D Pickering

In Attendance: J Holsey (Clerk) and R Chico (Clerk)

- 412 To receive apologies for absence given in advance of the meeting

Councillor R Gleadhall & Cllr J Workman

- 413 To consider approval of reasons given for absence

Resolved: that the reasons for absence be approved

- 414 To receive any declarations of interest on items to be discussed on the agenda

None

- 415 To approve the minutes of the Finance & Employment Committee meeting held on 7th July 2023

Resolved: The minutes were accepted as a true record

- 416 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))

Resolved: - that the press and public are excluded from agenda item 8 in relation to staffing.

- 417 To receive a verbal update from the clerk regarding matters from previous meeting

417.1 Internal Control Review undertaken 7th September 2023

- 418 To consider financial matters and agree further action where necessary including: -

418 .1 To confirm EAR marked reserve spend from CILS Money for repairs to Magna Lane play area:-

Resolved: - That spend of £2061.44 is approved from 19/20 CIL Earmarked Reserves

418 .2 Bank Reconciliation's including Combined Bank Reconciliation for 30th June 2023

Resolved: - That the Bank Reconciliation figures are approved, and bank statements signed

Dalton Parish Council

418.3 Confirmation of payment schedules for 1st June 2023 to 31st July 2023

Resolved: - That the payment schedules for 1st June 2023 to 31st July 2023 are received

418.4 Confirmation of receipt schedules for 1st June 2023 to 31st July 2023

Resolved: - That the receipt schedules for 1st June 2023 to 31st July 2023 be received

418.5 Detailed income and expenditure to 30th June 2023

Members had been provided with the income and expenditure report prior to the meeting and it was comprehensively discussed at the meeting.

Resolved: - That the income and expenditure information is received. Total Income YTD £125,204, expenditure £65,581 with transfer from earmarked reserves of £13,474.00 and transfer to earmarked reserves £17,734.00 (CIL Money), leaving underspend of £55,724.00 All income/expenditure codes were discussed fully, overspends noted and agreed to leave as within overall budget.

418.6 To receive debtor information (given verbally at the meeting)

An update was provided, full payment anticipated shortly.

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

419.1 Sickness

None

419.2 Update regarding the recently advertised position of relief caretaker for Sunnyside community Centre

Members were informed 4 people requested the job details however no one applied for the position. A conversation took place with the Fri/Sat Dalton Caretaker who agreed to provide cover for holidays and some Saturdays, as long the Sunnyside bookings could be accommodated with the Dalton Hall bookings.

Resolved: - that the position is not re-advertised, and the Dalton Fri/Sat caretaker covers holiday and some Saturday bookings at Sunnyside Community Centre. Parish council to pay return mileage to/from Sunnyside CC.

420 To notify the Parish Clerk of matters for inclusion on a future agenda

Councillors advised to notify the clerk

421 To note the date of the next meeting: -

7th December 2023 – date was later amended to 4th January 2024

Dalton Parish Council

The meeting was closed at 19.07 pm

Chairperson.....  Date 4th January 2024