



**DALTON PARISH COUNCIL ACTING AS SOLE  
TRUSTEE TO SUNNYSIDE COMMUNITY CENTRE  
“THE CHARITY” (REGISTERED CHARITY 523569.)**

Dalton Parish Hall,  
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10<sup>th</sup> January 2024

Dear Councillors,

You are hereby summoned to attend the **Ordinary meeting of Dalton Parish Council acting as Sole Trustee to the Charity Sunnyside Community Centre**, known as “**The Charity**”, to be held at Dalton Parish Hall on **Thursday 18<sup>th</sup> January 2024 at 6.00 p.m.** for the purpose of transacting the following business:

*J Holsey*

Joanne Holsey  
Clerk to the Charity and Dalton Parish Council

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**AGENDA**

**Enclosure:**

1. To receive apologies for absence given in advance of the meeting
2. To consider 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 Charity Meeting held on 12<sup>th</sup> October 2023 **(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 any issues from members of the public in attendance
7. To receive any community matters from Trustees
8. To receive a verbal update from the Clerk regarding matters from previous meetings



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9. To consider financial matters and agree further action where necessary including: -
  - 9.1 The authorisation of payment of accounts from 13<sup>th</sup> October 2023 to 18<sup>th</sup> January 2024 (to be distributed at the meeting)
  - 9.2 Bank Reconciliation for 31<sup>st</sup> August 2023, 30<sup>th</sup> September 2023, 31<sup>st</sup> October and 30<sup>th</sup> November to be checked against the bank statements at the meeting (information distributed at the meeting)
  - 9.3 Confirmation of payments schedules from 1<sup>st</sup> August 2023- 30<sup>th</sup> November 2023 (B)
  - 9.4 Confirmation of receipts schedules from 1<sup>st</sup> August 2023- 30<sup>th</sup> November 2023 (C)
  - 9.5 To review any outstanding invoices and take further action where necessary –information to be provided at the meeting
10. To consider request via email from a user group, subject to CISWO approval for:- (D)
  - 10.1 Storage container (10ft x8ft) to be sited within the grounds of the community centre, subject to any planning permission (if required), to be sought by the user group.
  - 10.2 Consider removing the boiler and water storage tank to form new storage area
  - 10.3 Upgrade ventilation unit in previous shower room
11. To consider and discuss the installation of WIFI at the centre, as recommended by Sunnyside Community Centre Committee and agree any further action where necessary (cost included in 2024-2025 budget)
12. To consider and discuss installation of CCTV at the centre, as recommended by Sunnyside Community Centre committee and agree any further action where necessary - 3 prices obtained (cost included in existing budget)
13. To notify Parish Clerk for any matters for inclusion on a future agenda
14. To note the date of the next Charity Meeting: -

18<sup>th</sup> April 2024

## **PUBLIC NOTICE**

**PARISHIONERS ARE ENCOURAGED TO ATTEND MEETINGS OF THE PARISH COUNCIL AND ARE PERMITTED PARTICIPATION IN ITEM “To note any issues from members of the public in attendance,” BUT NOT IN THE DECISIONS ON OTHER AGENDA ITEMS, SPEAKING ONLY WHEN SPECIFICALLY INVITED TO DO SO BY THE CHAIRPERSON**