



DALTON PARISH COUNCIL

Dalton Parish Hall,
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21st December 2023

Dear Councillors,

You are hereby summoned to attend the **Finance & Employment Committee Meeting** of the Parish Council, to be held on **Thursday 4th January 2024** 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 elect the Chairperson for the remaining period 2023-2024 following Cllr M Bray's resignation
2. To receive apologies for absence given in advance of the meeting
3. To consider the approval of reasons given for absence
4. To note any declarations of interest on items to be discussed at this meeting
5. To approve the minutes of the Finance and Employment Committee Meeting held on 7th September 2023 (A)
6. 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))
7. To receive a Clerk update regarding matters from previous meetings
8. To consider financial matters and agree further action where necessary including: -



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- 8.1 Confirmation of payments schedule from 1st August 2023 to 30th November 2023 **(B)**

- 8.2 Confirmation of receipts schedule for 1st August 2023 to 30th November 2023 **(C)**
- 8.3 Review of outstanding invoices and take action where necessary (details to be provided at the meeting)
- 8.4 Detailed income and expenditure report to 30th November 2023 together with projected budget and projected income and expenditure to 31st March 2024 **(D)**
- 8.5 To receive Earmarked Reserves Information **(E)**
- 8.6 Budget/Earmarked reserves proposed spend report 2024-2025 **(F)**
- 8.7 Draft budget **(G)**
- 8.8 Precept calculator for 2024-2025 **(H)**

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

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

11. To note the date of the next committee meeting
Finance and Employment – 4th April 2024

CC, Neal