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Dalton Parish Council

Minutes of the Extra Ordinary Finance & Employment Committee Meeting of 1st August 2019 held at Dalton Parish Council

Members: Cllrs C Barron (Chair), D Pickering, R Gleadhall, and C Malia

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

185 To receive and accept apologies and reason for absence

Cllr S Pickering

Resolved: To accept the apology and reason for absence from the above-mentioned Councillor.

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

None

187 To approve the minutes of the Finance & Employment Committee meeting held on 4th July 2019

Resolved: The minutes were accepted as a true record

188 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))

None

189 To note any issues from members of the public in attendance

None

190 To note any matters arising from the minutes of the Committee Meeting of 4th July 2019

Members were appraised of the matters arising

Cllr Pickering joined the meeting at this point

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

1. **Bank Reconciliation for 30th June 2019**
2. **Update from Clerk following meeting with HSBC regarding change of mandate**
3. **Outstanding Debtors**
4. **Agree specific investments for Dalton Parish Council**

Resolved:

191.1 That the Bank reconciliation was received

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191.2 That the information was received
191.3 That the information was received, and the Clerk was to continue to chase the outstanding debtors and keep Council appraised.
191.4 That the Council makes an investment of £80,000 in a fixed rate bond for a period of 1 year with United Trust Bank and invests a further £80,000 in a 60-day notice account with Hampshire Trust Bank

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

1. **Update following meeting with HR Consultant**
2. **Caretaker**
3. **Sickness**

Members were provided with a resume of the meeting with the HR Consultant and current sickness and agreed with the recommendations of the HR Consultant. Members noted the position with the caretaker and the decision of the appeals committee.

Resolved:

192.1 To follow the recommendation of the HR Advisor to seek a GP report to ensure the member of staff is fit for work and to see if any reasonable adjustments need to be made to his employment. The Clerks were given delegated powers to seek an independent medical report if required following the report from the GP.

193 To receive an update regarding Brecks Community Centre

Members were advised that Listerdale estates have been informed of the Council's decision to terminate the lease.

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

None

195 To note the date of the next meeting: -

5th September 2019 at 6.30pm

The meeting was closed at 7:05pm

Chairperson..... **Date 5th September 2019**