



DALTON PARISH COUNCIL

Dalton Parish Hall,
Doncaster Road,
Dalton,
Rotherham.
S65 3ET

Telephone (01709) 853364
Mobile 07887 623674
Email daltonparishcouncil@outlook.com

1st September 2023

Dear Councillors,

You are hereby summoned to attend the **Finance & Employment Committee Meeting** of the Parish Council, to be held on **Thursday 7th September 2023** 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 7th July 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 receive a Clerk update from the previous Finance & Employment Committee Meeting
7. To consider financial matters and agree further action where necessary including: -
 - 7.1 To confirm EAR marked spend from CILS Money for repairs to Magna Lane play area
 - 7.2 To agree Bank reconciliation for June 2023 and sign the bank statements

M.F.B



DALTON PARISH COUNCIL

- 7.3 Confirmation of payments schedules from 1st June 2023 to 31st July 2023 (B)
- 7.4 Confirmation of receipts schedule for 1st June 2023 to 31st July 2023 (C)
- 7.5 Detailed income and expenditure report to 30th June 2023 (D)
- 7.6 To receive debtor information (verbally at the meeting)
- 8. To consider, discuss and agree further action where necessary regarding staffing matters - including: -
 - 8.1 Sickness
 - 8.2 To receive an update regarding the recently advertised position of relief caretaker for Sunnyside Community centre and handyperson
- 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 December 2023

M.A.B