



DALTON PARISH COUNCIL

Dalton Parish Hall,
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Dalton,
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16th October 2019

Dear Councillors,

You are hereby summoned to attend the **Finance & Employment Committee Meeting** of the Parish Council, to be held on **Thursday 7th November 2019**, at Dalton Parish Hall, Doncaster Road, Dalton commencing at **6.30 p.m.** for the purpose of transacting the following business:

Joanne Holsey
Clerk to the Council

BUSINESS

Encl

1. To receive and accept apologies and reason for absence
2. To note any declarations of interest on items to be discussed at this meeting
3. To approve the minutes of the Finance and Employment Committee Meeting held on 3rd October 2019 (A)
4. 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))
5. To note any issues from members of the public in attendance
6. To note matters arising from the minutes of the Finance & Employment Committee Meeting of 3rd October 2019
7. To consider financial matters and agree further action where necessary including: -
 - 7.1 Bank Reconciliation for 30th September 2019 (B)
 - 7.2 Confirmation of payments schedule to 30th September 2019 (C)
 - 7.3 Confirmation of receipts schedule to 30th September 2019 (D)
 - 7.4 Confirmation of income and expenditure budget to 30th September 2019 (E)
 - 7.5 Outstanding debtors – breakdown to be given verbally at the meeting
 - 7.6 CIL Payment
8. To consider, discuss and agree further action where necessary regarding staffing matters including: -
 - 8.1 Sickness



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9. To receive an update regarding Brecks Community Centre and agree further action where necessary
10. To consider and discuss CCTV at Sunnyside Community Centre
11. To consider, discuss and agree further action where necessary regarding Ruby Cook including: -
 - 11.1 CPSE3 to be completed (F)
12. To consider, discuss and agree further action if necessary, regarding Brecks Lane Allotments including: -
 - 12.1 Recent letter to plot holders regarding tidying their plot
 - 12.2 Introducing an application form for an allotment plot
13. To notify Parish Clerk of any matters for inclusion on a future agenda
14. To note the date of the next committee meeting
Finance and Employment – 5th December 2019

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

