

Dalton Parish Council

Minutes of the Finance & Employment Committee Meeting of 5th November 2020 held remotely via Zoom

Members: R Gleadhall (in the chair) D Pickering, S Pickering and M Gleadhall
In Attendance: J Holsey (Clerk) and R Chico (Clerk)

295 To receive and accept apologies and reason for absence

J Carrington and C Barron

Resolved: To accept the apologies and approve reasons for absence from the above-mentioned Councillors

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

None

297 To approve the minutes of the Finance & Employment Committee meeting held on 1st October 2020

Resolved: The minutes were accepted as a true record

298 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))

Resolved: - that the press and public are excluded from agenda item 7 in relation to staffing.

299 To note matters arising from the minutes of the Finance & Employment Committee Meeting of 1st October 2020

None

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

300 .1 Bank Reconciliation including Combined Bank Reconciliation for 31st August 2020

Resolved: - That the Bank reconciliations to 31st August 2020, distributed as an appendix prior to the meeting, be received. The bank balances were confirmed virtually by Cllr D Pickering as the bank statement had been emailed to him ahead of the meeting – original statement to be signed when members are able to meet in person.

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300.2 Confirmation of payment schedule to 31st August 2020

Resolved: - That the payment schedule to 31st August 2020, distributed as an appendix prior to the meeting, be received.

300.3 Confirmation of receipts schedule to 31st August 2020

Resolved: - That the receipt schedule to 31st August 2020, distributed as an appendix prior to the meeting, be received

300.4 Detailed income and expenditure to 31st August 2020

Resolved: - That the income and expenditure information to 31st August 2020, distributed as an appendix prior to the meeting, be received

300.5 Outstanding debtors

None.

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

301.1 Sickness

None.

301.2 Confirmation of hours worked on Sunnyside Community Centre and agree payment and take further action where necessary

Resolved: - that the Clerks are paid the respective hours

302 To discuss and agree arrangements for Remembrance Sunday, consider risk assessment and take further action where necessary

The latest Government guidelines which were updated 3rd November had been emailed to councillors prior to the meeting.

The Clerks advised they had been in touch with the vicar and she was happy to conduct the service outside. They had written a risk assessment, which had been emailed ahead of the meeting, which is to be distributed to all attendees ahead of the meeting. The bugler has confirmed his attendance.

Resolved: - that a small socially distanced service is held outside with no singing. Bugler to play. Risk assessment to be adhered to.

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

None



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304 To note the date of the next meeting: -

7th January 2021 at 6.30pm

The meeting was closed at 19.05pm

Chairperson.....  Date 7th January 2021

