

# Dalton Parish Council

## Minutes of the Finance & Employment Meeting of 6<sup>th</sup> June 2019 held at Dalton Parish Council

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

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

**162 To elect the Chairperson for 2019-20**

**Resolved: that Cllr Barron is elected Chairperson for the forthcoming year**

**163 To elect the Vice Chairperson for 2019-20**

**Resolved: that a Vice Chairperson is not elected**

**164 To receive and accept apologies and reason for absence**

Cllr C Malia and Cllr J Carrington

**Resolved: To accept the apologies and reasons for absence from the above mentioned Councillors.**

**165 To approve the minutes of the Finance & Employment Committee meeting held on 2<sup>nd</sup> May**

There was an amendment to the members in attendance. Delete the word Vice Chair.

**Resolved: The minutes were accepted as a true record subject to the above amendment**

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

None

**167 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))**

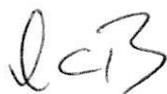
None

**168 To note any issues from members of the public in attendance**

None

**169 To note any matters arising from the minutes of the Committee Meeting of 2<sup>nd</sup> May 2019**

None





# Dalton Parish Council

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

1. Bank Reconciliation
2. Fees for hire of Ruby Cook for 4 weeks during school holidays
3. Room hire for Ward Councillors surgery
4. Continuation of HR Consultancy provided by VARS

**Resolved:**

1. That the Bank reconciliation was received
2. That negotiation be delegated to the Clerk with an indicative fee of £50.00 per day
3. That the ward Councillors are charged £20.00 per hour for room hire
4. That the Parish Council signs up to 24 hour's worth of HR Consultancy at a cost of £720.00

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

1. Staff Meeting
2. Email from Vars re Parish Clerk Position
3. Extra hours parish clerks for office organisation and specific tasks

The Clerk gave a resume of the staff meeting to members and outlined an issue regarding dog waste being placed in a public bin on Lawrence Drive.

**Resolved:**

1. That the litter pickers are provided with the following uniform: - boots, waterproof trousers and a lightweight waterproof jacket (to include Dalton Parish Council logo). Two bottles of sunscreen to be provided per annum. The issue relating to the bins on Lawrence Drive to be reported to Streetpride and rubbish sacks are ordered.
2. That the recommendation from VARS regarding non-advertisement of the Parish Clerks position is recommended to full parish for approval
3. That the Clerk's contracts are increased to 25 hours per week until the end of their present contracts with effect from June salary, then a recommendation to be made to full Council at the end of this period

172 To receive an update regarding Brecks Community Centre and consider the following and agree further action where necessary: -

1. Letter from Crawford & Co and Certificate of Structural Adequacy
2. Draft wording for leaflet to residents in Brecks area regarding Brecks Community Centre
3. How the leaflet can be distributed and approve costs involved

**Resolved:**

1. That the letter and Certificate of Structural Adequacy is accepted
2. That the matter is referred to Full Parish
3. That the matter is referred to Full Parish

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

None





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174 To note the date of the next meeting: -

4<sup>th</sup> July 2019 at 6.30pm

The meeting was closed at 7:35pm

Chairperson.......... Date 4th July 2019

