

Dalton Parish Council

Minutes of the Dalton Parish Council meeting acting as Sole Trustee to Sunnyside Community Centre "The Charity". 20th April 2023

Members: M Gleadhall, D Pickering, S Pickering, C Malia, R Gleadhall, K Oxley, P Botham, I C Barron, J Workman and M Bray

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

108 To receive apologies for absence given in advance of the meeting

No apologies were given

109 To consider approval of reasons given for absence

N/A

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

Cllr Workman declared an interest in agenda item 8.7 and completed a declaration of interest form at the meeting.

111 To approve the minutes of the Charity Meeting held on 19th January 2023

Resolved: That the minutes were approved

112 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

113 To receive a verbal update from the Clerk regarding matters from previous meetings

113.1 The clerk advised the signatories on unity bank has been resolved and Cllr Malia and R Chico are now able to approve the payments.

113.2 The clerk advised councillors have been emailed regarding the internal review and a date has yet to be set.

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

None



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115 To consider financial matters including: -

115.1 The authorisation of payment of accounts from 19th January 2022- 26th April 2023

To note the payment date approval was extended to 26th April

Resolved: that the payments below were authorised: -

CHQ/DD	Transaction Detail	Date Paid	Amount	Payee Name
DD	Bank Charges	14/02/2023	£5.00	HSBC
DD	Water 25/10-24/1	08/02/2023	£136.08	Scottish Water
DD	Electric 24/12-28/1	22/02/2023	£389.56	British Gas
DD	Gas Bill 2/1-1/2	22/02/2023	£787.65	British Gas
BACS	Replacement Water Heater	28/02/2023	£570.00	MD Staniforth
BACS	Call out & Repair Alarm	28/02/2023	£88.00	BAW Properties
BACS	Annual Gas Service	28/02/2023	£75.00	Hicks Facility Services
BACS	Cleaning Materials	28/02/2022	£124.15	Ace Janitorial
BACS	Gas Bill 2/2-1/3	23/03/2023	£431.06	British Gas
BACS	Electric Bill 29/1--28/2	24/03/2023	£343.40	British Gas
BACS	Emergency Shutter Repair	27/03/2023	£420.00	PB Doors
BACS	Floodlights	27/03/2023	£249.50	MD Staniforth
BACS	Fire Alarm Service	27/03/2023	£144.00	Mint Security
BACS	Dep Refund 12/3	27/03/2023	£50.00	R O'Hare
BACS	Dep Refund 26/2	27/03/2023	£50.00	S Hunter
DD	Bank Charges 5/12-4/3	31/03/2023	£18.00	Unity Trust Bank
DD	Bank Charges HSBC	17/03/2023	£5.00	HSBC
DD	Bank Charges HSBC	14/04/2023	£5.00	HSBC
BACS	Replace broken Flood light	26/04/2023	£88.50	MD Staniforth
BACS	Commercial Waste	26/04/2023	£441.00	RMBC
BACS	CISWO	26/04/2023	£10.00	Copy Lease
BACS	Cleaning Building	26/04/2023	£80.00	S Crofts
BACS	Legionella RA	26/04/2023	£450.00	Guardian Ltd
BACS	Duplicate Room Payment - Refund	26/04/2023	£30.00	P Davis
DD	Electric Bill 1/3-28/3	18/04/2023	£279.38	British Gas
BACS	Deposit Refund Jefferies	26/04/2023	£50.00	T Jeffreys
BACS	Lease	26/04/2023	£106.58	CISWO
BACS	Bulbs and Batteries	26/04/2023	£22.88	J Holsey
BACS	Cleaning Building	26/04/2023	£80.00	S Crofts



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115.2 Bank Reconciliation for 31st December 2022, 31st January 2023, 28th February 2023 to be checked against the bank statements at the meeting (information distributed at the meeting)

Resolved: - That the Bank reconciliations were received, and the bank statements signed.

115.3 Confirmation of payment schedules for 1st December 2022 – 28th February 2023

Resolved: - That the payment schedules were received

115.4 Confirmation of receipt schedules from 1st December 2022 – 28th February 2023

Resolved: - That the receipt schedules were received

115.5 To review any outstanding invoices and the further action where necessary – information provided at the meeting

Member were provided with information regarding outstanding invoices. No further action required at this time.

115.6 To note emergency spend at the centre due to emergency call out with regard to window shutter on rear porch – new motor required £420.00

Noted

115.7 To consider a request for a reduced let for a charity fundraiser

Resolved:- that an half price let be approved for the November date

Cllr Carrington joined the meeting

115.8 To consider and agree the charity accounts to fully accommodate all costs in association with the charity

Resolved:- that all costs are fully accommodated in the charity account to recognise the grant funding the parish council is affording the charity

115.8.1 Subject to the decision above agree the Salary/PAYE/Pension ratio to be apportioned to the charity

115.8.1.1 Sunnyside Caretaker and relief caretaker 100% of monthly salary costs

Resolved:- that 100% of caretaker and relief caretaker costs are allocated on this basis to the charity



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115.8.1.2 Clerk 20% of monthly salary costs

Resolved:- that 20% of clerk's costs be allocated to the charity

115.9 To agree grant to be paid to the Charity from the Parish Council for the shortfall subsidy of the expenditure

Resolved:- that a grant is paid from the parish council to the charity for the shortfall subsidy of the expenditure

116 To notify the Parish Clerk for any matters for inclusion on a future agenda

Members advised to contact the clerk with any items for a future agenda

117 To note the date of the next Charity Meeting: -

20th July 2023 at 6.00pm, prior to the ordinary meeting.

The meeting was closed at 6.28pm

Chairperson.....  Date 20th July 2023