



# DALTON PARISH COUNCIL

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26<sup>th</sup> April 2019

## FINANCE AND EMPLOYMENT COMMITTEE

Dear Councillor,

### **Finance and Employment Meeting – Thursday 2<sup>nd</sup> May 2019**

You are hereby summoned to attend the Meeting of the Finance and Employment Committee, to be held on Thursday 2<sup>nd</sup> May 2019, at Dalton Parish Hall, Doncaster Road, Dalton commencing at 6.30 p.m. for the purpose of transacting the following business:

  
J Holsey, Relief Parish Clerk,

*Joanne Holsey*

### **AGENDA**

1. To receive and accept apologies and reason for absence
2. To approve minutes of the meeting of the Finance and Employment Committee held on 7<sup>th</sup> March 2019 (attached) (A)
3. To approve minutes of the meeting of the Finance and Employment Committee held on 4<sup>th</sup> April 2019 (attached) (B)
4. To receive any declarations of interest on items to be discussed on the agenda
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 the Public Bodies (Admission to Meetings) Act 1960, S1 (2)
6. To receive an update regarding Brecks Community Centre following handover meeting with the contractor
7. To discuss and agree membership of YLCA & SLCC for 2019/2020.
8. To discuss and agree the following and take further action where necessary: -
  - All allotment sites: -
    - Rent increase 2019/2020
    - Agree rents for 2020-2021
    - Annual Skip(s)
  - Brecks Lane: -
    - Sign for allotments
    - Amendment to tenancy agreement to include a probationary period.
9. To receive Bank Reconciliation for March 2019 (to be circulated)

*JCB*





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10. To discuss and agree the terms of reference for the Finance & Employment Committee (attached are adopted terms of reference **(C)** and draft terms of reference **(D)**)
11. To consider and agree authorised signatories for the Parish Council Bank Account and amend the Bank mandate accordingly
12. To receive and discuss information regarding one of the direct debits to British Gas and agree further action where necessary.
13. To receive and discuss information regarding the European Elections and agree the amount to be charged for hire of the building and agree any further action where necessary
14. To receive a staffing update
15. To notify the Parish Clerk of matters for inclusion on a future agenda
16. To note the date of next meeting:  
6<sup>th</sup> June 2019

Yours sincerely,

Joanne Holsey  
Relief Clerk to Dalton Parish Council

LCB

