



DALTON PARISH COUNCIL

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23rd September 2020

The **Finance & Employment Committee Meeting** of the Parish Council, to be held on **Thursday 1st October 2020** by a remote meeting platform at **6.30 pm** for the purpose of transacting the following business:-

Access:-

Join Zoom Meeting

<https://us02web.zoom.us/j/9951932366?pwd=NW02KytMMmINT2hybXZPVnBLZ1hkdz09>

Meeting ID: 995 193 2366

Passcode: 7tjnYA

One tap mobile

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Passcode: 768133

Find your local number: <https://us02web.zoom.us/j/kc1wc97ueM>



DALTON PARISH COUNCIL

Joanne Holsey

Joanne Holsey
Clerk to the Council

AGENDA

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 September 2020 **(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 matters arising from the minutes of the Finance & Employment Committee Meeting of 3rd September 2020
6. To consider financial matters and agree further action where necessary including: -
 - 6.1 Bank Reconciliation including Combined Bank Reconciliation for 31st July 2020 **(B)**
 - 6.2 Confirmation of payments schedule to 31st July 2020 **(C)**
 - 6.3 Confirmation of receipts schedule to 31st July 2020 **(D)**
 - 6.4 Detailed income and expenditure to 31st July 2020 **(E)**
 - 6.5 Outstanding debtors
7. To consider, discuss and agree further action where necessary regarding staffing matters including: -
 - 7.1 Sickness
 - 7.2 Duties of litter pickers/handyman and the impact on the contract of employment
 - 7.3 Email from YLCA enclosing E01-20/2020-2021 National Salary Award **(F)**
 - 7.4 Salary increment for Clerks from April 2020
 - 7.5 RBS Budget Training
 - 7.6 Attendance of SLCC Conference
 - 7.7 Hours for preliminary work relating to Sunnyside Community Centre
8. To notify Parish Clerk of any matters for inclusion on a future agenda
9. To note the date of the next committee meeting

Finance and Employment – 5th November 2020