

Dalton Parish Council

Minutes of the Finance & Employment Committee Meeting of 1st October 2020 held remotely via Zoom

Members: C Malia (in the chair), D Pickering, and S Pickering

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

286 To receive and accept apologies and reason for absence

Cllr M Gleadhall and Cllr R Gleadhall

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

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

None

288 To approve the minutes of the Finance & Employment Committee meeting held on 3rd September 2020

Resolved: The minutes were accepted as a true record

289 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.

290 To note matters arising from the minutes of the Finance & Employment Committee Meeting of 3rd September 2020

None

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

291.1 Bank Reconciliation including Combined Bank Reconciliation for 31st July 2020

Resolved: - That the Bank reconciliations to 31st July 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.

291.2 Confirmation of payment schedule to 31st July 2020



Dalton Parish Council

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

291.3 Confirmation of receipts schedule to 31st July 2020

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

291.4 Detailed income and expenditure to 31st July 2020

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

291.5 Outstanding debtors

None.

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

292.1 Sickness

None.

292.2 Duties of litter pickers/handyman and the impact on the contract of employment

The Clerk advised she had spoken to the Council's Employment advisor and she had confirmed Clause 2 of the contract of employment allows the council to vary the litter pickers/handyman's duties, therefore no further action is required.

Council noted the advice.

292.3 Email from YLCA enclosing E01-20/2020-2021 National Salary Award

Noted.

292.4 Salary increment for Clerks from April 2020

The Councillors confirmed that the Clerks are employed under NJC terms and conditions and should automatically receive the increments as detailed in the Employment Briefing above, backdated to 1 April 2020.

Resolved: - that the Clerks move to the next increment and this is backdated to April 2020.

292.5 RBS Budget Training

The Clerks advised there was not enough in the training budget to accommodate the cost however a virement could be undertaken from another budget heading – to be undertaken when the next quarterly accounts are presented to Parish in December/January.

Dalton Parish Council

Resolved: - that the budget training is approved at a cost of £200.00

292.6 Attendance of SLCC Conference

Resolved: - that attendance at the SLCC conference is approved

292.7 Hours for preliminary work relating to Sunnyside Community Centre

The Clerks advised members they could not quantify the hours needed to bring Sunnyside up to date however they had assessed the weekly hours once the preliminary work has been completed to between 7-8 hours per week.

Resolved: - that the Clerks keep a note of the hours worked on Sunnyside Community Centre and this is claimed as overtime, reported monthly to the committee

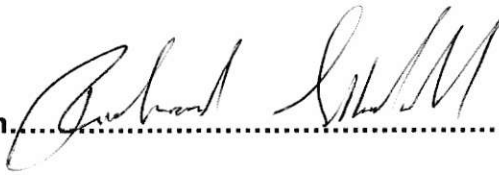
293 To notify the Parish Clerk of matters for inclusion on a future agenda

294 To note the date of the next meeting: -

5th November 2020 at 6.30pm

The meeting was closed at 19.05pm

Chairperson.....



Date 5th November 2020



