

Dalton Parish Council

Minutes of the Finance & Employment Meeting of 4th July 2019 held at Dalton Parish Council

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

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

175 To receive and accept apologies and reason for absence

Cllr R Gleadhall

Resolved: To accept the apology and reason for absence from the above-mentioned Councillor.

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

None

177 To approve the minutes of the Finance & Employment Committee meeting held on 6th June 2019

Resolved: The minutes were accepted as a true record

178 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

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

None

180 To note any matters arising from the minutes of the Committee Meeting of 6th June 2019

Members were appraised of the matters arising

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

- 1. Bank Reconciliation for 31st May 2019**
- 2. Outstanding debtors**
- 3. Draft Reserve Policy**
- 4. Draft Investment Policy**
- 5. Repayment proposal to RMBC in respect to non-domestic rates**
- 6. Letter from G.M Wilson Solicitors re amendment to certificate**

The draft reserve policy was discussed and is to be finalised for full Parish approval once the budget information is complete.



Dalton Parish Council

Resolved:

181.1 That the Bank reconciliation was received

181.2 That the Clerk writes to the outstanding Debtor to seek repayment of outstanding invoices.

181.3 That the Draft Investment Policy be referred to the Ordinary Meeting for adoption.

181.4 That a direct debit is set up and the payments are made in equal monthly instalments up to end of March 2020

181.5 That the letter is re-issued referring to both title numbers to enable amendment to the certificate

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

1. Clerks Contract of Employment
2. Update following meeting with HR Consultant

Members were provided with a resume of the meeting with the HR Consultant and agreed with the recommendations of the HR consultant.

Resolved:

182.1 That the Clerk's contracts are increased to 25 hours per week for a further 3 months upon expiry of the previous temporary increase.

182.2 That the Clerks are authorised to spend up to £50.00 on a redundancy present.

183 To receive an update regarding Brecks Community Centre

Members were advised that the letter had been distributed to residents and we had received 4 replies to date.

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

None

184 To note the date of the next meeting: -

5th September 2019 at 6.30pm

The meeting was closed at 7:30pm

Chairperson.....  Date 1st August 2019

