

Dalton Parish Council

Minutes of the Finance & Employment Committee Meeting of 6th January 2022 held at Dalton Parish Hall

Members: C Malia (Chair), S Pickering, P Botham, M Bray, R Gleadhall, M Gleadhall

In Attendance: D Pickering (Ex officio), J Holsey (Clerk) and R Chico (Clerk)

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

None

338 To consider approval of reasons given for absence

None

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

None

340 To approve the minutes of the Finance & Employment Committee meeting held on 1st July 2021

Resolved: The minutes were accepted as a true record

341 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 10 in relation to staffing.

342 To receive a verbal update from the clerk regarding matters from previous meeting

None

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

343.1 Bank Reconciliation's including Combined Bank Reconciliation for 31st October 2021

Resolved: - That the Bank Reconciliation figures are approved, and bank statements signed



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343.2 Confirmation of payment schedules - October 2021

Resolved: - That the payment schedules to October 2021 are received

343.3 Confirmation of receipt schedules to October 2021

Resolved: - That the receipt schedules to October 2021 be received

343.4 Detailed income and expenditure to 31st October 2021

Resolved: - That the income and expenditure information to 31st October 2021 and detailed explanation of over/underspend is received

343.5 Projected income and expenditure to 31st March 2022

Resolved: - That the projected budget information be received and considered in the budget setting process

343.6 Earmarked Reserves proposed spend report – 2022-2023

Resolved: - That that the report is recommended to full parish to agree spend

343.7 Draft Budget and Precept 2022-2023

Members were provided with a report and full budget information prior to the meeting for consideration.

The draft budget included the "wish list" activities and improvements that council may wish to consider for the forthcoming financial year. It was analysed by members in details and amendments were made. At the time of the meeting the exact tax base figure was not known, so any figures discussed were based on the existing years tax base. Amendments were made to the draft budget as agreed by the committee. The clerk was requested to contact RMBC to obtain the tax base figures for the next financial year so accurate figures can be presented to full council with the recommendation that precept is increased.

Resolved: - That the clerk contacts RMBC to obtain the exact tax base figures in time for the ordinary parish meeting when the precept will be set and prepares revised figures for consideration of Full Council based on this, the amended draft budget and proposed spend from ear marked reserves.

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

344.1 Sickness

Members were updated regarding staff who were presently off sick

344.2 Resignation of Caretaker for Sunnyside Community Centre

The role of caretaker for Sunnyside Community Centre has been covered by the Dalton parish hall Caretaker however because of her other commitments she had decided to resign from her Sunnyside post



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Resolved: - that the resignation is accepted, and the caretaker be thanked for her work at the centre.

344.3 To agree contract cleaner for Sunnyside Community Centre – 5 hours per week

Resolved: - that a contract cleaner be appointed on a temporary basis with a starting date as soon as possible, pay rate £10.00 per hour.

344.4 To agree the Caretakers new contract

Resolved: - that the caretaker's new contract be agreed at 4 hours per week

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

Caretaker – Sunnyside Community centre

346 To note the date of the next meeting: -

7th April 2022

The meeting was closed at 20.15pm

Chairperson.....



Date 7th April 2022

