



DALTON PARISH COUNCIL

Dalton Parish Hall,
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Dalton,
Rotherham.
S65 3ET

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24th February 2021

Dear Councillors,

You are hereby summoned to attend the **Finance & Employment Committee Meeting** of the Parish Council, to be held on **Thursday 4th March 2021** by a remote meeting platform at **6.30 pm** for the purpose of transacting the following business:

Join Zoom Meeting

<https://us02web.zoom.us/j/82470984810?pwd=R0R1dC9RK2xyOWRyLzZLZG0vM2U4QT09>

Meeting ID: 824 7098 4810

Passcode: 319084

One tap mobile

+441314601196 United Kingdom

+442030512874 United Kingdom

Dial by your location

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+44 203 051 2874 United Kingdom

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+44 203 481 5240 United Kingdom

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Meeting ID: 824 7098 4810

Passcode: 319084

Find your local number: <https://us02web.zoom.us/j/kciOECLuH2>



DALTON PARISH COUNCIL

Joanne Holsey

Joanne Holsey
Clerk to the Council

AGENDA

Encl

1. To receive apologies for absence given in advance of the meeting
2. To consider the approval of reasons given for absence
3. To note any declarations of interest on items to be discussed at this meeting
4. To approve the minutes of the Finance and Employment Committee Meeting held on 4th February 2021 **(A)**
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 Public Bodies (Admission to Meetings) Act 1960, S1 (2))
6. To receive a verbal update from the clerk regarding matters from previous meeting
7. To consider financial matters and agree further action where necessary including: -
 - 7.1 Bank Reconciliation's including Combined Bank Reconciliation's for 30th November 2020, 31st December 2020 and 31st January 2021 **(B)**
 - 7.2 Confirmation of payments schedules for 31st January 2021 **(C)**
 - 7.3 Confirmation of receipts schedules for 31st January 2021 **(D)**
 - 7.4 Detailed income and expenditure to 31st January 2021 **(E)**
 - 7.5 Interim audit report **(F)**
8. To consider, discuss and agree further action where necessary regarding staffing matters including: -
 - 8.1 Sickness
 - 8.2 Confirmation of hours worked on Sunnyside Community Centre and agree payment and take further action where necessary
9. To notify Parish Clerk of any matters for inclusion on a future agenda
10. To note the date of the next committee meeting

Finance and Employment – 1st April 2021