DUNNINGTON PARISH COUNCIL

Finance, Strategy and Audit Committee

Chairman: Cllr A Dykes Clerk: Jessica Bedford Tel: 07562 333508
Email: parish.clerk@dunningtonparishcouncil.gov.uk

Minutes of the Meeting of the Committee held at The Tower Room, St Nicholas Church, Dunnington on Thursday 30th September 2021 at 18:00

Present: Cllrs A Dykes, L Turnbull, G Shaw and J Brooks

1 FORMALITIES

1.1 FS&A Committee to received apologies for absence given in advance of the meeting as follows

Cllr K Jackson – Previous commitments

1.2 FS&A Committee to consider the approval of reasons for absence

All agreed

1.3 Declarations of Interest - None

2 EXCLUSION OF PRESS AND PUBLIC

2.1 The Parish Council will resolve to exclude the press and public, from the meeting for any item where the publicity of the matter being prejudicial to the public interest or by reason of the confidential nature of the business to be transacted or for other special reasons - None

3 PUBLIC PARTICIPATION

No members of the parish were present to speak

4 APPROVAL NEW PARISH CLERK PURCHASE ITEMS AND CONTRACT

4.1 The Committee approved the purchase of a mobile phone for the new Parish Clerk - Agreed an amount to a maximum of £35

4.2 The Committee approved the purchase of a shredder for the new Parish Clerk - agreed up to £100

4.3 The Committee approved the purchase of a filing cabinet/cupboard for the new Parish Clerk – agreed up to £150

4.4 The Committee approved the monthly payment of obtaining Microsoft Office for the new Parish Clerk -

4.5 The Committee approved for the new Parish Clerk to pay the monthly payments in respect of the new mobile phone and Microsoft Office and to claim the expenses back monthly

4.6 The Committee approved the final details of the Contract of Employment for the Parish Clerk after discussion

5 PAYROLL OUTSOURCING

5.1 The Committee approved outsourcing the payroll function in respect of the new Parish Clerk - Resolved

6 TREE WORK

6.1 The Committee to approve the cost of levelling the rutting and clearing the remains of the felled ash tree in the cemetery and removing the separate gate post at the eastern end so that the gate can open through 180 degrees with a new bolt and 2 stop positions. Also remove 2-foot section of lower yew hedge to give better access. TOTAL COST £773 ex VAT

6.2 The Committee approved the cost of all Priority One tree work as advised by our appointed tree surgeon – Resolved with recommendations -

- Recommended that the height of the dead Elm trees is reduced by half to provide continuing food and shelter for wildlife.
- Recommended basal growth will be removed from the sycamore to check if further work is required. Ownership of this tree to be clarified.
- Recommended that Yorkshire Water are advised that this tree needs work as it is on their land so not it is not included in parish council costs.

The Playing Fields Association are covering the cost of the work at the Playing Fields.

TOTAL COST of all Priority One Tree work is £4032 ex VAT.

7 SIGN OFF ON NEW POLICIES

7.1 The Committee to sign off the Equal Opportunities Policy for referral to the full Parish Council for adoption - Resolved

7.3 The Committee to sign off the Document Retention Policy for referral to the full Parish Council for adoption - Resolved

8 AOB

- New Parish Clerks contract to be sent for 1st October
- H31 to be decided 7th October, Consultant will be requested to attend