

Notice of a meeting of the
FINANCE & STAFFING COMMITTEE to be held at **7.00 pm.**
MONDAY 13 NOVEMBER 2017 AT WEST SWINDON LIBRARY,

AGENDA

Public Questions, Comments or Representations (**maximum of 10 minutes**)

1. **Apologies**
2. **Declarations of Interest & Applications for Dispensation**
To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 18 May 2017.
3. **Parish Office Update**
To receive a verbal update on the West Swindon Parish administration from Parish Manager
 - Internal audit – 28.11.17
 - Wifi/telephoneTo receive quotes for printing services/printers (copy attached).
4. **Bank Statement and Payments Schedule**
To review the West Swindon Borough Council bank statement and approve payments schedule for November 2017 (copy attached).
5. **Library Grant for 2018/19 - Swindon Libraries**
To receive a letter from Allyson Jordan, Head of Libraries and Information Service setting out costs to fund additional staffing in the West Swindon Library for the financial year 2018/19.
6. **Admission of Public and Press.**
To resolve in accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw'.
Reasons: Staffing and Commercial interest/Budget Planning
7. **Budget 2018/19**
To consider a draft budget for 2018/2019 (copy attached)
To consider Streetsmart costs for 2018/2019 (copy attached)
8. **Staffing Working Party - Recruitment**
To receive recommendations from the Staffing Working Party, (copy attached).

Members of Committee

Cllr Steph Exell
Cllr Suresh Gattapur
Cllr Nigel Gibbons (Chair)
Cllr Vinay Kumar
Cllr John Lenton
Cllr Nick Martin (Vice Chair)
Cllr Mary Martin
Cllr Peter Stoddart
Cllr Tim Swinyard

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.