

Notice of a meeting of the  
**FINANCE & STAFFING COMMITTEE** to be held at **7.00 pm.**  
**THURSDAY 11 JANUARY 2018 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. **Internal Audit Update**  
To receive a verbal update on the Internal Audit recommendations from Parish Manager, Internal Audit Report to follow.
4. **Bank Statement and Payments Schedule**  
To review the West Swindon Borough Council bank statement/reconciliation and approve payments schedule for January 2018 (copy attached).
5. **Streetsmart Order**  
To receive a request from Streetsmart to submit an order or confirmation for the Streetsmart Service 2018/19.
6. **Precept Letter and Form**  
To receive the draft response to correspondence from Swindon Borough Council (copy attached).
7. **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*
8. **Staffing**  
To receive an update from the Clerk regarding Staffing and Recruitment.

### **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.