

WEST SWINDON PARISH COUNCIL

03 AUGUST 18

Notice of a meeting of
FINANCE & STAFFING COMMITTEE to be held at **6.30 pm.**
ON WEDNESDAY 08 AUGUST 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. **Bank Statement and Payments Schedule**
To review the West Swindon Borough Council bank statement for July 18, bank reconciliation for July 18, and approve payments schedule July 18 (copy attached).
4. **General Reserves & Carry Over**
Update on progress spending carry over and amounts allocated to reserves (Report attached)
5. **Staff Mileage**
To confirm the rate of mileage for staff travel. (Report attached).
6. **Recruitment**
To confirm the process of recruitment for Parish Council staff vacancy.
7. **Date of next meeting:** Monday 10 September 2018 7.00 pm.

Members of Committee

Cllr Nigel Gibbons (Chair)
Cllr Prakash Khaitan
Cllr Vinay Kumar
Cllr John Lenton
Cllr Nick Martin (Vice Chair)
Cllr Mary Martin
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.