

WEST SWINDON PARISH COUNCIL

05 SEPTEMBER 18

Notice of a meeting of
FINANCE & STAFFING COMMITTEE to be held at **7.00 pm.**
on **MONDAY 10 SEPTEMBER 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 August 18, bank reconciliation for August 18, and approve payments schedule August 18 (copy attached).
4. **Carry over – Building Grants**
Verbal update on communication with local groups re: building fund grants.
5. **Admission of the 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’.
Reason: Staffing matters
6. **Recruitment**
To confirm the process of recruitment for Parish Council staff vacancy.

Date of next meeting: Wednesday 10 October 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.