



WEST SWINDON PARISH COUNCIL

07 NOVEMBER 18

Notice of a meeting of
FINANCE & STAFFING COMMITTEE to be held at **7.00 pm.**
on **MONDAY 12 NOVEMBER 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 October 18, bank reconciliation for October 18, and approve payments schedule October/November 18 (copy attached).

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

4. **Budget Update**

To note the Budget Update and Staffing Update Report (copies circulated).

5. **Recruitment Update**

To receive a report and verbal update from the Assistant Clerk (copy attached)

Date of next meeting: Wednesday 5 December 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