



WEST SWINDON PARISH COUNCIL

10 January 2020

Notice of a meeting of the
FINANCE & STAFFING COMMITTEE
to be held on **WEDNESDAY 15th JANUARY 2020 AT 6.45 pm**
in the **WEST SWINDON LIBRARY**

Paula Harrison
Parish Manager

AGENDA

Public Questions, Comments or Representations (**maximum of 20 minutes**).

1. Apologies

To receive and approve Apologies of Absence

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 14 May 2019

3. Bank Statements and Reconciliation

To receive Bank Statements for December 2019 and reconciliation for December 2019

4. Payments Schedule

To receive a payments schedule for December 19/January 20 (copy attached)

5. Budget Expenditure to date

To receive a quarterly report setting out expenditure to date

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'.

Reason: Staffing matters

7. Future Staffing Arrangements

To discuss matters relating to future staffing and resources needs for the Parish Council

Date of next meeting: Wednesday 5 February 2020 6.45 pm.