



WEST SWINDON PARISH COUNCIL

31 January 2020

Notice of a meeting of the
FINANCE & STAFFING COMMITTEE
to be held on **WEDNESDAY 05th FEBRUARY 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 January 2020 and reconciliation for January 2020
4. **Payments Schedule**
To note payments schedule for January 2020
5. **Appointment of Legal Advice**
To receive a report requesting the appointment of a legal advisor for the Parish Council
6. **Appointment of Technical Advice**
To receive a proposal from KMC Consultancy
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'.
Reason: Staffing and contracting matters
8. **Future Staffing and Contracting Considerations**
To discuss matters relating to future staffing and resources needs for the Parish Council (copy attached)

Date of next meeting: Monday 2 March 2020 6.45 pm.