



WEST SWINDON PARISH COUNCIL

28 AUGUST 2020

Notice of an **online** meeting of the
FINANCE & STAFFING COMMITTEE
to be held on **WEDNESDAY 2ND SEPTEMBER 2020 AT 6.45 pm**
Online: **Meeting ID: 884 9717 2770 Password: 2468**

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**
To receive Bank Statements for July 2020 (copy attached) August 2020 (to follow) and reconciliations for Cashbook 1 (copies to follow)
4. **Payments Schedule**
To receive a payments schedule for August 2020 (copy attached)
5. **Finance Update**
To receive a financial update and budget report at 31.08.20 (copy to follow)
6. **Remuneration Panel Report for Full Council**
To receive a report setting out Recommendations from the Independent Remuneration Panel (copy attached)
7. **West Swindon District Centre – Mess Room Refurbishment**
To receive quotes received to date for a refurbishment of the public toilets/mess room (copy attached)

Date of next meeting: Monday 05 October 2020 6.45 pm

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Members of the Finance & Staffing Committee:

Simon Firth	Tim Swinyard	Keith Williams
Nigel Gibbons (Chair)	Geoff Gould	Nick Martin (Vice Chair)
Prakash Khaitan	Mary Martin	Caryl Sydney Smith

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.

Access Instructions:

To access this meeting, you need to open up Zoom on a phone, tablet, computer or laptop www.zoom.us Once you have opened Zoom, you want to 'Join A Meeting'. You need the meeting ID and the password to access this meeting. These are found at the top of this Agenda.

You can view the meeting using video and audio (so we can see and hear you) or just audio. Zoom will prompt you for your preferences and you can turn sound and video on or off. During public question time you will be invited to ask a question. After public questions you will be 'muted' so that you can listen and observe the meeting but you will not be participating. Any queries, please contact the parish office