



**WEST SWINDON PARISH COUNCIL**

Dear Councillor

16 August 2021

You are invited to attend an extraordinary meeting of the  
**FINANCE & STAFFING COMMITTEE**  
to be held on **MONDAY 16 AUGUST 2021 at 6.00 pm**  
**In person: Unit 25, Westmead Industrial Estate, SN5 7YT**

Paula Harrison  
Parish Manager

**AGENDA**

Public Questions, Comments or Representations (**maximum of 10 minutes**).

**1. Declarations Of Interest & Applications For Dispensation**

To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 24 May 2021

**2. 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: To receive a verbal update on staffing matters for the purposes of making a recommendation to Full Council*

Date of next meeting: Wednesday 1 September 21 6.45 pm

**Members of the Finance & Staffing Committee:**

Geoff Gould

Suresh Gattapur (Vice Chair)

Nigel Gibbons (Chair)

Prakash Khaitan

Caryl Sydney Smith

Mary Martin

Nick Martin

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.