



WEST SWINDON PARISH COUNCIL

Dear Councillor

You are invited to attend the next meeting of the
FINANCE & STAFFING COMMITTEE
held on **WEDNESDAY 14 DECEMBER 2022** at **6.45 pm**
Unit 25 Westmead Industrial Estate, SN5 7YT
OR ONLINE VIA TEAMS (SEE BELOW)

1. **Introduction & Declarations Of Interest/Applications For Dispensation**
To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 23 May 2022.
2. **Bank Statements**
To note: To receive Bank Statement for November 2022 (attached) and month end bank reconciliation (copy attached)
3. **Payments Schedule**
For approval: To receive a payments schedule for November 2022 (copy attached)
4. **Update from Swindon Borough Council Library Service**
For information: To receive an update on library-based services proposed by Swindon Borough Council (copy attached)
5. **Future Premises Update**
For discussion: To receive a verbal update on potential sites for future use
6. **Savings Accounts Options**
For consideration: To receive a summary of further options for business savings (copy attached)
7. **Quarterly Budget Update**
To note for information: To receive an Expenditure To Date Budget update (copy attached)

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 discuss staffing policies and financial matters.

Staffing policies:

- Leave of Absence Policy

Financial Matters:

- Precept 2023 review

Date of next meeting: Wednesday 11 January 2023 6.45 pm

Members of the Finance & Staffing Committee:

Mike Burtenshaw Tim Makofu Geoff Gould Mary Martin (Vice Chair) Suresh Gattapur

Nick Martin Nigel Gibbons (Chair) Caryl Sydney Smith Prakash Khaitan

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 online, you need to use the invitation link below to open up Microsoft Teams.

You can view the meeting using video and audio (so we can see and hear you) or just audio. Teams 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 01793 299399 or enquiries@westswindon-pc.gov.uk

Microsoft Teams meeting

Join on your computer, mobile app or room device

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