

Dear Councillor

You are invited to attend a meeting of  
**FINANCE & STAFFING COMMITTEE**  
**Monday 18<sup>th</sup> September 2023 at 6.00 pm**  
**Freshbrook Community Centre, Worsley Rd, SN5 8LY**

  
Parish Manager

### AGENDA

#### **Public Questions, Comments or Representations (20 mins)**

If you are unable to attend the meeting in person or online, you can ask for a question to be raised on your behalf

#### **1. Welcome & Declarations of Interest/Applications for Dispensation**

To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 22 May 2023.

#### **2. Bank Statements**

To note: To receive Bank Statement for August 2023 (attached) and month end bank reconciliation for August (copy attached)

#### **3. Schedule of Payments**

For approval: To receive a payments schedule for August 2023 (report attached)

#### **4. Library Grant**

For recommendation: To receive a report updating on the West Swindon Parish Council library grant (report attached)

#### **5. Investment Options Update**

To review the current investment status of the Parish Council's reserves (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 and premises*

#### **6. Staffing Review**

To receive a verbal update on work to review staffing

## **7. Premises Review**

To receive a verbal update on premises options

Date of next meeting: Monday 30 October 2023 6.00 pm

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

- Cllr Junab Ali (Chair)
- Cllr Mustafa Dayan
- Cllr Mustafa Ertas
- Cllr Leon Grother
- Cllr Rose Llewellyn (Vice Chair)
- Cllr Graham Philpot
- Cllr Sean Wilson
- Cllr Caryl Sydney Smith
- Cllr Keith Williams

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:**

**The Parish Committee meetings are open to the public at the address above. Each meeting includes public question time at the start of the meeting.**