

20 March 2024

# Notice of a meeting of West Swindon Parish Council’s

# FINANCE & STAFFING COMMITTEE

Monday 25 March 2024 at 6.00 pm

Toothill Community Centre, Dunwich Drive, SN5 8DH



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

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| **1.** | **Apologies & Declarations of Interest/Applications for Dispensation** |
|  | To receive any Apologies or 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 February 2024 (attached) and month end bank reconciliation for February 2024 (copy attached) |
| **3.** | **Schedule of Payments** |
|  | For approval: To receive a payments schedule for February 2024 (report attached) |
| **4.****5.** | **Budget Expenditure**For information: To receive a report setting out budget expenditure to date (copy attached)**Purchasing Report**For approval: To receive a report setting out options for purchasing. |
|  | Date of next meeting: Monday 29th April 2024 6.00 pm  |
|  | **Members of the Finance & Staffing Committee:** |
|  | * Cllr Junab Ali (Chair)  Cllr Graham Philpot
* Cllr Mustafa Dayan  Cllr Sean Wilson
* Cllr Mustafa Ertas  Cllr Caryl Sydney Smith
* Cllr Leon Grother  Cllr Keith Williams
* Cllr Rose Llewellyn (Vice Chair)
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|  | 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.** |

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