

WEST SWINDON PARISH COUNCIL

Minutes of the
FINANCE & STAFFING COMMITTEE
on **MONDAY 10 SEPTEMBER 2018** at 7.00 pm at **WEST SWINDON LIBRARY**

Present:

Cllr Nigel Gibbons (Chair)
Cllr Prakash Khaitan
Cllr Vinay Kumar
Cllr John Lenton
Cllr Nick Martin (Vice Chair)
Cllr Mary Martin

Also in attendance: Cllr Heavens

Officers:

Leanne Curtis (Assistant Clerk)

Public: One.

Public Participation:

None.

Meeting start 19.00 pm.

141. Apologies

Cllr Tim Swinyard

142. Declarations of Interest and Applications for Dispensation

None.

143. Bank Statement and Payments Schedule

The Assistant Clerk circulated a Bank Statement for August 2018, a copy of which appears as **Appendix A** in the Minute Book and a Payments Schedule for August 2018, a copy of which appears as **Appendix B** in the Minute Book setting out seven payments totalling **£10,111.60** as follows:

KMC Consultancy	£ 5400.00	<i>Phase 1 VFM Review</i>
Office Salary	£ 914.00	<i>Office salary</i>
Freshbrook Community Ctr	£ 80.00 16.00	<i>Room hire</i>
South Swindon Parish Council	£ 2210.00 £ 714.00	<i>Clerk Services</i>
Rialto Business Solutions	£ 777.60	<i>Accounts Software Annual Fee</i>

RECOMMENDED that the Payments Schedule for August of seven payments totalling **£10,111.60** be approved.

144. Carry Over – Building Grants

The Assistant Clerk gave a verbal update confirming that Swindon Borough Council's property Services team had been informed about the Parish grants for community buildings. Freshbrook Community Centre were interested and would be applying. Toothill Youth Club also confirmed interest.

145. Recruitment

Councillors agreed to contact WALC for final confirmation of the Parish Manager salary. Post to be advertised once that is confirmed. The Assistant Clerk to manage the application process and recruitment administration.

Date of Next Meeting: Wednesday 10th October at 7.00pm

Meeting closed 19.35 pm.

Signed:
Chair, West Swindon Parish Council

Date: