

## **CENTRAL SWINDON NORTH PARISH COUNCIL**

### **FINANCE & STAFFING COMMITTEE MEETING**

Minutes of the meeting held on 16 August at 7.00pm at Pinetrees Community Centre

**Present** Cllr K Small (Chair)  
Cllr S Exell (Vice-Chair)  
Cllr J Ballman  
Cllr J Rodrigues  
Cllr T Smith  
  
Cllr P Exell (non committee member)

**Officers** A Reeves (Parish Manager)  
H Morgan (Deputy Clerk)

**Public** None

**143** **Apologies**  
Cllr P Baker  
Cllr D Moffatt

**144** **Declarations of Interest & Applications for Dispensation**  
None

**145** **Payment Schedule**  
Approved as attachment 160817A

There was a discussion re: Councillors Allowances being paid when not requested.

It was noted that the photocopier purchased by Cllr D Moffatt was done so out of his own pocket and was reimbursed by the Parish Council with no resulting personal financial gain.

**146** **Income & Expenditure Report**  
A copy of the July 2017 bank statement was circulated.

In future reports from the Parish Councils accounting system, Sage, will be made available. There was a discussion around the need to check reports against invoices, cheques, etc.

**RESOLVED** that there is no need for Cllrs to check reports against back-up documents, as this is the job of the appointed auditors, but copies of invoices would be made available should any Cllrs want to view them.

Cllr K Small commented that there would be a future requirement for reports on budgets and spend to date to be provided.

**147** **Admission of Public & Press**

**RESOLVED** that 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 public and press be temporarily excluded and they be instructed to withdraw'. Reason – Parish Staffing.

**148** **Parish Staffing**  
The Parish Manager stated that interviews for the Community Assets Manager had taken place on 15 August 2017 and someone appointed and they would be starting on a fixed term contract from 21 August 2017.

The meeting closed at 7.53pm

Signed.....

Date.....

Chair of the Council