

**ASTON CLINTON PARISH COUNCIL**  
**ASTON CLINTON PARISH MEETING ROOM, LONDON ROAD, ASTON CLINTON.**  
☎ **01296 631269**      ✉ **parishcouncil@astonclinton.org**

You are hereby summoned to attend a Meeting of the **Finance and Staffing Committee** on  
**Tuesday 14th July 2020 at 6.30pm** in the **Parish Council Virtual Meeting Room.**

**MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND. THOSE WISHING TO ATTEND MUST  
CONTACT THE CLERK BEFORE 1PM ON THE DAY OF THE MEETING FOR LOG ON DETAILS.**

## **AGENDA**

**20.64 Apologies**

**20.65 Declarations of Interest**

**20.66 Election of Committee Chairman and Vice Chairman (deferred from previous meeting)**

**MOTION:** To agree a chairman for the coming year

**MOTION:** To agree a vice chairman for the coming year

**20.67 Minutes** - To approve the minutes of the last meeting

**20.68 Public Participation**

**20.69 Financial Situation Reports**

- i. Reconciliations
- ii. Month-end reports and budget status May 2020
- iii. Community Centre
  - Reports and budget status
  - review of invoices**MOTION:** to recommend the payment of Community Centre Invoices to Parish Council
- iv. Your café in the park turnover balancing payment  
**MOTION:** To approve Your café in the park balancing turnover calculations to Aug 2020
- v. Payments to be agreed  
**MOTION:** to approve payment of invoices

**20.70 Draft AUDIT & Annual Governance and Accountability Return (AGAR)**

**MOTION:** To review the Statement of Accounts for 2019-2020 and make recommendation to Parish Council for the completion of the Annual Governance Statements

**20.71 Temporary Funding gap for Community Centre**

- i. Draft Public Works Loan application  
**MOTION:** To make recommendation to parish council
- ii. Public consultation  
**MOTION:** To make recommendation to parish council

**20.72 Insurance – update on COVID-19 claim**

**20.73 Staffing matters**

- i. **MOTION:** To approve permanent increase in the administrator's weekly hours from 10 to 15 hours.

**20.74 Date of next meeting**

Elaine Barry, Parish Clerk, 09/07/20