

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 Monday 5th August 2019 at 7.00pm in the Parish Council Meeting Room.

AGENDA

19.75 Apologies

19.76 Minutes - To approve the minutes of the last meeting

19.77 Declarations of Interest

19.78 Public Participation

19.79 Financial Situation Reports

- i. Reconciliations
- ii. Month-end report and budget status July. 2019
- iii. Community Centre –

MOTION: to review and approve QS quote for revision of cost plan estimates to aid with the tender (retroactive)

MOTION: to recommend payment of invoices to full Parish Council on behalf of the Community Centre Committee

- iv. Total S106 received to date against CC spend
- v. Payments to be agreed

MOTION: to recommend payment of invoices.

19.80 Café in your park

- i. Cleaning of toilets

MOTION: to agree pay increase for cleaning services and associated increase in cost to the Parish Council

- ii. Year end turnover calculations - Review and sign off

MOTION: to sign off the year end turnover calculations

19.81 Risk

- i. Risk register – review and recommendation

19.82 VAT

- i. **Update**
- ii. **Frequency of VAT return submission**

MOTION: to agree to the submission of monthly VAT returns

19.83 CCLA/COIF Account for Fountain – to agree next steps

19.84 Staffing Sub-Committee

- i. Update on recruitment for the assistant clerk

19.85 Date of next meeting

Elaine Barry
Parish Clerk
30/07/19

THE PUBLIC ARE WELCOME TO ATTEND ALL MEETINGS