

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 11th June 2019 at 7.00pm in the Parish Council Meeting Room.

AGENDA

19.49 Apologies

19.50 Minutes - To approve the minutes of the last meeting

19.51 Declarations of Interest

19.52 Election of Committee Chairman and Vice Chairman

MOTION: To agree a chairman for the year to May 2020

MOTION: To agree a vice chairman for the year to May 2020

19.53 Public Participation

19.54 Committee members

MOTION: To agree Committee members

19.55 Committee Terms of reference

MOTION: To agree Committee terms of reference

19.56 Financial Situation Reports

- i. Reconciliations
- ii. Month-end report and budget status May. 2019
- iii. Liabilities
- iv. Community Centre - review of invoices
- v. Total S106 received to date against CC spend
- vi. Payments to be agreed

MOTION: to recommend payment of invoices.

19.57 Petty cash

MOTION: to agree to run down and discontinue the use of petty cash

19.58 Audit

- i. Year-end and Annual Return
- ii. Period of Elector's Rights

19.59 Risk

- i. Risk register – review and recommendation

19.60 VAT update

19.61 Staffing Sub-Committee

- i. Recruitment process
- ii. Temporary support

MOTION: to agree a budget for temporary support

MOTION: to agree a budget/number of hours for remote support

19.62 Date of next meeting

Elaine Barry

Parish Clerk

05/06/19

THE PUBLIC ARE WELCOME TO ATTEND ALL MEETINGS