



21 February 2024

Dear Councillor

You are invited to attend a meeting of
FINANCE & STAFFING COMMITTEE
Monday 26 February 2024 at 6.00 pm
Holy Trinity Church, Ramleaze Dr, Shaw, SN5 5PY

Parish Manager

AGENDA

Public Questions, Comments or Representations (20 mins)

If you are unable to attend the meeting in person or online, you can ask for a question to be raised on your behalf

1. Apologies & Declarations of Interest/Applications for Dispensation

To receive any Apologies or Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 22 May 2023.

2. Bank Statements

To note: To receive Bank Statement for January 2024 (attached) and month end bank reconciliation for January 2024 (copy attached)

3. Schedule of Payments

For approval: To receive a payments schedule for January 2024 (report attached)

4. Budget Expenditure

To receive a report setting out budget expenditure to date (copy attached)

5. Depot and Premises

For information: To receive an update on the Parish Council's depot premises and draft Heads of Terms (copy attached).

6. Annual Leave Policy

To review the Parish Council's Annual Leave policy

7. Admission of Public and Press

To resolve 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 press and public be temporarily excluded and they be instructed to withdraw'.

8. Transfer of Services

For discussion: To update future transfer of services (minutes of SLCF attached)

9. Staffing Report

For consideration: to receive an update on recruitment/staffing

- a) Recruitment – end salary history (copy attached)
- b) Recruitment Deputy Clerk (copy attached)
- c) Salary Review (copy attached)
- d) Pensions (copy attached)
- e) Performance measures (copy attached)
- f) National Pay award (copy attached)

Date of next meeting: Monday 25 March 6.00 pm

Members of the Finance & Staffing Committee:

- Cllr Junab Ali (Chair)
- Cllr Mustafa Dayan
- Cllr Mustafa Ertas
- Cllr Leon Grother
- Cllr Rose Llewellyn (Vice Chair)
- Cllr Graham Philpot
- Cllr Sean Wilson
- Cllr Caryl Sydney Smith
- Cllr Keith Williams

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.

Access Instructions:

The Parish Committee meetings are open to the public at the address above. Each meeting includes public question time at the start of the meeting.