



6 June 2018

NOTICE OF MEETING

A meeting of **Cainscross Parish Council's Finance & Staffing Committee** will be held on Monday 11 June 2018 commencing following the Recreation meeting in the Parish Council Office, 39 Westward Road, Cainscross.

Signed

Jeni Marshall

Clerk to Cainscross Parish Council

A G E N D A

1. To elect a Chairman
2. To elect a Vice-Chair
3. To receive apologies
4. To approve the minutes of the last meeting of the Committee
5. To receive any declarations of interest
6. To receive any representations from members of the public
(Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than three minutes)
- Finance matters**
7. To authorise payments
8. To receive the financial report to date
9. To verify and sign the bank reconciliation and original bank statements for April
10. To note any internal control checks
11. To consider the Internal Auditors report and make any recommendations to Full Council
- Staffing Matters**
The following items may be subject to the exclusion of press and public under the Local Government Act 1972, Sch. 12A
12. To consider additional hours for one member of the Grounds staff for the summer months
13. To confirm the date and time of the next committee meeting

Members of the Public are Welcome to Attend