



## Cainscross Town Council

Cashes Green & Ebley

4 October 2023

### NOTICE OF MEETING

A meeting of **Cainscross Town Council's Finance, Staffing and Policy Committee** will be held on 10 October 2023 commencing at 10am in the Pavilion, Victory Park.

Signed

Jeni Marshall  
Town Clerk

### **A G E N D A**

1. To receive apologies
2. To approve the minutes of the last meeting of the Council
3. To receive any declarations of interest
4. 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)*
5. Finance & Policy Matters
6. To verify and sign the bank reconciliation and original bank statement
7. To receive the financial report and consider expenditure in line with the budget
8. To approve and note income and expenditure transactions from
9. Staffing Matters
10. To confirm actions regarding end of staff probation
11. To confirm future staffing requirements
12. To consider outcomes of the staff appraisals
13. To approve payment for emergency staffing
14. To confirm the date and time of the next committee meeting

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND