



Cainscross Town Council

Cashes Green & Ebley

10 January 2023

Dear Councillor

A meeting of **Cainscross Town Council's Finance, Staffing and Policy Committee** will be held on Tuesday 16 January 2023 commencing at 10am in the Pavilion, Victory Park.

Regards

Jeni Marshall
Town Clerk

AGENDA

1. To receive apologies
 2. To approve the minutes of the last meeting of the Committee
 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)
- Finance & Policy Matters**
5. To verify and sign the November bank reconciliation and original bank statement
 6. To receive the financial report and consider expenditure in line with the budget
 7. To approve and note income and expenditure transactions from 13 December – 11 January
 8. To agree a Councillor to carry out an internal control check
- Staffing**
- The following items may be subject to the exclusion of press and public under the Local Government Act 1972, Sch. 12A*
9. To consider a request from the Project Officer to increase her core hours
 10. To receive information regarding the recent interviews and approve the employment of a new member of staff.
 11. To confirm the date and time of the next committee meeting