



## Cainscross Town Council

Cashes Green & Ebley

10<sup>th</sup> July 2024

### NOTICE OF MEETING

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

Signed

Jeni Marshall  
Town Clerk

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

1. To note 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 bank reconciliation and original bank statement for June
6. To receive the financial report and consider expenditure in line with the budget  
*(Financial Status Comparison Report)*
7. To approve and note invoiced income and expenditure transactions from the 7 June -9 July 2024
8. To consider an advertising policy  
***The following items may be subject to the exclusion of press and public under the Local Government Act 1972, Sch. 12A***
- Staffing**
9. To consider the Administrators position and approve a permanent contract and salary
10. To receive an update regarding staff work patterns
  
11. To confirm the date and time of the next committee meeting