



Cainscross Town Council

Cashes Green & Ebley

13th November 2024

NOTICE OF MEETING

A meeting of **Cainscross Town Council's Finance, Staffing and Policy Committee** will be held on Tuesday 19th November commencing at 11am 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 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)

Finance & Policy Matters

5. To verify and sign the bank reconciliations and original bank statements
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 16th October – 13th November
8. To consider the budget in-line with the Strategic Plan and make recommendation to Full Council
9. To note the new Unity Trust interest rate
10. To carry out an Internal Control
11. To consider replacing the key safe for Pavilion Hall hirers

The following items may be subject to the exclusion of press and public under the Local Government Act 1972, Sch. 12A

Staffing Matters

12. To note the new NJC pay scales
13. To discuss the staff appraisals and consider any salary increments
14. To consider the purchase of a new computer monitor for use by the Rangers
15. To confirm the date and time of the next committee meeting

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Office opening hours Monday – Thursday 9.00am – 3.00pm and Friday 9.00am -12 noon.