Contact Clerk on 01793 740744 or clerk@chiseldon-pc.gov.uk ****

# *CHISELDON PARISH COUNCIL*

## Finance, Policies and Staff Committee

meeting at **Butts Road Chapel,** Thursday 30th November **2017 at 7.30pm**

**AGENDA**

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| **1. Attendances and apologies for absence** |  |
| **2. Declarations of interest** |  |
| **3. Public recess** |  |
| **4. Approval of minutes** (From 26th October 2017) |  |
| **Matters arising** not on the agenda **Action points** **FINANCE*** **REVIEW ACCOUNTS**
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| **5. Review Accounts for November 2017 to date*** **VOTE ON EXPENDITURE**
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| **6. Probation team requests £200 to purchase new tools.****7. Books for Clerk, Allotment law and Highways Law. Cost of £36.00 and £24.00****8. Vote on change of electricity supplier from Feb 2018 – to go to full council****See separate document for options****9. Wroughton Library, Review documents provided by Wroughton PC. Vote to continue discussion and invite Wroughton PC to next meeting.****See separate document****10. Fixed Wire testing – STORM.****Decision on date for work to be carried out based on previous reports being found.****11. Tree and cemetery mapping software****See separate document from Clerk****12. Vote on extra 5 hours work for Clerk to catch up on projects. (Paid at normal time, not overtime)*** **BUDGET**

**13. Work on budget figures for 2018/19 budget. Regular expenditure and one of costs. Include costs from other committees** **Refer to Cllr Harris’s spreadsheet circulated prior to the meeting. (Final budget to be approved in Jan 18 meeting, ready for Jan full council)****POLICIES & LEASES****14. Data Protection update.****Cllr Henderson to advise the committee****15. Tennis Club invoice – final approval****Refer to Cllr Harris’s document****STAFF & HR****No agenda items****16. Any other business.****(Note, items in AOB cannot have a vote)****Next meeting:**  Thursday 4th January 2018 in the Old Chapel, Butts Road at 7.30pm (extra date for budget planning) |  |
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Signed by Clerk:

C. Wilkinson



**Current Committee:** Matthew Harris (Chair), Phil Costigan, David West (vc), Caroline Brady, Matt Clarke, Ian Henderson.