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

# *CHISELDON PARISH COUNCIL*

## Extraordinary Full Council meeting & Finance, Policies and Staff Committee

meeting at **Butts Road Chapel,** Thursday 28th June **2018 at 7.30pm**

**AGENDA**

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| 1. **Vote on new Finance Committee Chair**
2. **Vote on new Finance Committee Vice Chair**

 **3. Attendances and apologies for absence** |  |
|  **4. Declarations of interest** |  |
|  **5. Public recess** |  |
|  **6. Approval of minutes**  (From 26th April 2018) |  |
|  **Matters arising** not on the agenda **Action points** **FINANCE**1. **APPROVE AUDIT FIGURES FOR 2017/2018 FOR ANNUAL REVIEW – See documentation**
* **REVIEW ACCOUNTS**
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| **8. Review Accounts for April and May 2018 and vote on approval. – See documentation****June to date figures to be provided for information.*** **VOTE ON EXPENDITURE**
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| **9.Discussion & vote on joining WALC again. Current annual cost is £988.00 a year****See documentation for what is included in the cover****10. Discussion & possible vote on upgrading emails to be more secure for GDPR purposes –** all Cllrs to receive “Chiseldon-pc” email address.**11. Discussion & vote on B&Q voucher donation to probation service for their work in the parish.****POLICIES & LEASES****12. Review Hiscox policy renewal for Washpool insurance £379.85. (exact same cost as 2017)****STAFF & HR****13. Clerks proposed 2% salary review. In line with SAC recommendations. - See documentation****14. Start discussion on managing Clerks workload – various options available – increase Clerks hours, employ an office admin assistant.****15. Any other business.****(Note, items in AOB cannot have a vote)****Next meeting:**  Thursday 23rd August 2018 in the Old Chapel, Butts Road at 7.30pm  |  |
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Signed by Clerk:

C. Wilkinson



**Current Committee:** Matthew Harris (Chair), Phil Costigan, Caroline Brady, Matt Clarke, Ian Henderson, Denise Harris

Additional Information: