

SOUTH SWINDON PARISH COUNCIL
(CENTRAL SWINDON SOUTH PARISH COUNCIL)

FINANCE & STAFFING MEETING

Minutes of the meeting held on 26 October 2021 at 6.30pm
at the Marriot Hotel, Pipers Way Swindon SN3 1SH

- Present** Cllr C Watts Chair
Cllr J Howarth Vice Chair
Cllr J Ali
Cllr S Allsopp
Cllr J Firmin
Cllr D Griffiths
Cllr E Heavens
Cllr N Hopkins
Cllr T Philpot
Cllr N Watts
Cllr M Strinkovsky Not Committee Member
Cllr P Herring Not Committee Member
Cllr S James Not Committee Member
- Officers** Rob Core Chief Executive Officer (CEO)
Jake Mee Chief Finance Officer (CFO)
Matt Leather Communications and Events Manager (CEM)
Theresa Gordon Planning and Agenda Clerk
- Public** Two
- Public questions** None
- 1543** **Declarations of Interest & Applications for Dispensation**
None
- 1544** **Accounts and Budget Monitoring Report – September 2021**
The Chief Finance Officer submitted the Accounts and Budget Monitoring Report Management Accounts for September 2021, a copy of which appears as Appendix A in the Minute Book.
The CFO said that the attached report showed the second quarter accounts, and that he would submit the first draft of the final budget at the next Finance & Staffing Committee meeting. He also confirmed that going forward there would be quarterly reports.
RESOLVED that the Accounts for September 2021 be approved.
- 1545** **Payment Schedule – Part 2**
The Chief Finance Officer submitted Payment Schedule - Part 2 for September 2021, a copy of which appears as Appendix B in the Minute Book.
RESOLVED that the Payment Schedule - Part 2 for September 2021 totalling, £221,236.27 be approved.
- 1546** **Payment Schedule – Part 1**
The Chief Finance Officer submitted Payment Schedule - Part 1 for October 2021, a copy of which appears as Appendix C in the Minute Book.
RESOLVED that the Payment Schedule - Part 1 for October 2021 totalling, £106,377.95 be approved.
- 1547** **Youth Work Report**
The Chair of the Youth Working Party submitted a report regarding the work of the Councils Youth Service, a copy of which appears as Appendix D in the Minute Book.

Cllr J Ali arrived during this item.

Cllr Griffiths said that the report was as tabled and that the report showed the excellent work that had been done since that the Youth Worker had been appointed in 2020.

Councillors discussed the report and the youth work being done by the Parish.

NOTED

1548 Admission of Public and Press

To resolve in accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they be instructed to withdraw'.

Reason: Staffing

1549 The Communications and Events Manager submitted a report, a copy of which appears in the Confidential Minute Book.

The report provided information regarding staffing with recommendations.

Recommendations

To reprofile the Events Officer position to Events Manager and recruit for the position.

RESOLVED that the reprofiled position as specified in the confidential report be approved.

The meeting closed at 06:44pm

Signed.....

Date.....

Chair of the Council