

**ASTON CLINTON PARISH COUNCIL**  
**ASTON CLINTON PARISH MEETING ROOM, LONDON ROAD, ASTON CLINTON.**  
☎ 01296 631269      📧 parishcouncil@astonclinton.org

You are hereby summoned to attend a Meeting of the Finance and Staffing Committee on  
Monday 3<sup>rd</sup> February 2019 at 7.00pm in the Parish Council Meeting Room.

**AGENDA**

**20.07 Apologies**

**20.08 Minutes** - To approve the minutes of the last meeting

**20.09 Declarations of Interest**

**20.10 Public Participation**

**20.11 Financial Situation Reports**

- i. Reconciliations
- ii. Month-end report and budget status January 2020
- iii. Community Centre
  - Contract sum forecast
  - Income/Expenditure
  - Cash flow/schedule of payments
  - review of invoices
- iv. Payments to be agreed

**MOTION:** to recommend payment of invoices.

**20.12 Bank Mandate**

**MOTION:** to review and recommend authorised signatories

**20.13 Bank Debit Card**

**MOTION:** To approve application for Bank Debit Card for the Clerk/RFO

**MOTION:** To agree to Conditions 1 – 4 of the Barclays Card Business Debit card application form

**20.14 Internal Auditors**

**MOTION:** To recommend appointment of Internal Auditors

**20.15 Risk register** – review and recommendation

**20.16 CCLA/COIF Account for Fountain** – update

**20.17 Members Allowance**

**MOTION:** to recommend Christmas meal to be paid from Members Allowances budget, to include Councillors and Members of staff, starting 2020

**20.18 Staffing Sub-Committee**

**20.19 Date of next meeting**

Elaine Barry, Parish Clerk, 29/01/20

**THE PUBLIC ARE WELCOME TO ATTEND ALL MEETINGS**