



Maltby Town Council - Finance and Staffing Committee
Thursday 18 July 2019

Present Councillors: C Beaumont (Chair), S Biggin, M Richardson,

In attendance: Town Clerk

F19/31 APOLOGIES FOR ABSENCE

Apologies and reason for absence were received from Councillors Rushforth & Sutton.

RESOLVED: that apologies and reason for absence from Councillor Rushforth and Sutton be accepted.

F19/32 DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

None.

F19/33 ITEMS FOR WHICH A RESOLUTION MAY BE PASSED TO EXCLUDE PRESS AND PUBLIC

Item 14 – Staffing matters.

F19/34 MINUTES OF THE FINANCE AND STAFFING COMMITTEE MEETING HELD ON 16 MAY AND 20 JUNE 2019

RESOLVED: that the minutes of the above meetings is confirmed as a true and accurate record of the proceedings.

F19/35 PAYMENTS SCHEDULE FOR MAY 2019

RESOLVED: that the payment schedule for the above be accepted.

F19/36 RECEIPTS SCHEDULE FOR MAY 2019

RESOLVED: that the receipts schedule for the above be accepted, and that supporting sales receipt pages be provided in future.

F19/37 BANK RECONCILIATION FOR MAY 2019

RESOLVED: that the above be accepted.

F19/38 INCOME AND EXPENDITURE BUDGET UP TO MAY 2019

RESOLVED: that the Income and Expenditure for the above be accepted.

F19/39 JUNE 2019 PAYMENTS

RESOLVED: that the payment schedule for June be accepted.

F19/40 OUTSTANDING INVOICES

RESOLVED: that the outstanding invoices be accepted.

F19/41 SMALL GRANT APPLICATION

None received.

F19/42 STAFFING MATTERS AND DISCUSS FURTHER ACTION

Staffing

A discussion over changes to the staffing structure within the office took place.

RESOLVED: that a position for an Administrator not a Clerical Officer is advertised in August

F19/43 FUTURE AGENDA ITEMS

None received

F19/44 DATE AND TIME OF NEXT MEETING

Next meeting Thursday 19 September 2019 at 6.45 pm.