



Maltby Town Council - Finance and Staffing Committee
Thursday 20 June 2019

Present Councillors: C Beaumont (Chair), S Biggin, M Richardson,
A Rushforth and D Sutton.

In attendance: P R Parkin RFO.

F19/17 APOLOGIES FOR ABSENCE

No apologies were received.

F19/18 DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

None.

F19/19 ITEMS FOR WHICH A RESOLUTION MAY BE PASSED TO EXCLUDE PRESS AND PUBLIC

Item 12 – Staffing matters.

F19/20 MINUTES OF THE FINANCE AND STAFFING COMMITTEE MEETING HELD ON 21 March 2019

No minutes were available.

F19/21 PAYMENTS SCHEDULE FOR APRIL 2019

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

F19/22 RECEIPTS SCHEDULE FOR APRIL 2019

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

F19/23 BANK RECONCILIATION FOR APRIL 2019

RESOLVED: that the above be accepted.

F19/24 INCOME AND EXPENDITURE BUDGET UP TO APRIL 2019

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

F19/25 MAY 2019 PAYMENTS

RESOLVED: that the payment schedule for May be accepted.

F19/26 OUTSTANDING INVOICES

RESOLVED: that the outstanding invoices for April be accepted.

F19/27 SMALL GRANT APPLICATION

None received.

F19/28 STAFFING MATTERS AND DISCUSS FURTHER ACTION

Staffing

An update was provided on staffing issues. The Clerical Officer has resigned as from 31 May 2019.

RESOLVED: that the pending staffing cases be closed.

RESOLVED: that the Clerk should place an advertisement for a part time Clerical Officer, with the option to extend hours.

RESOLVED: that, subject to the confirmation of the full Town Council, the office closes to callers and phone calls at 2.30pm

F19/29 FUTURE AGENDA ITEMS

Update to March Payments and bank reconciliation.

F19/30 DATE AND TIME OF NEXT MEETING

Next meeting Thursday 18 July 2019 at 6.45 pm.