

**Clerk to the Council/RFO: J Hodgkiss**  
**Chairman: Cllr R Ruscoe**

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Parish Office  
Lyth Hill Road  
Bayston Hill  
Shrewsbury

Telephone/Fax: 01743 874651

E-mail: [clerk@baystonhillparishcouncil.org.uk](mailto:clerk@baystonhillparishcouncil.org.uk)

Website: [www.baystonhillparishcouncil.org.uk](http://www.baystonhillparishcouncil.org.uk)

Committee Members: Clarke (TC), A Price (AP), R Ruscoe (RR), P Stevens (PS), Teckoe (CT)  
Chair, M Underwood (MU)

You are summoned to attend a meeting of the **Finance and Personnel Committee** on Monday 22<sup>nd</sup> July 2024 at 7.15 pm at Lythwood Room, Bayston Hill Memorial Hall.



**J Hodgkiss**  
**Clerk to the Council**

**15<sup>th</sup> July 2024**

#### **A G E N D A**

F12.24/25 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**

F13.24/25 **DECLARATIONS OF INTEREST**

Disclosure of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.

Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer

F14.24/25 **PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS**

To allow members of the public the opportunity to speak on an item listed on the Agenda up to a maximum of 3 minutes.

F15.24/25 **MINUTES**

To approve and sign the minutes of the Finance Committee meeting held on Monday 20<sup>th</sup> May 2024.

F16.24/25 **BANK RECONCILIATION**

To note that the Bank Reconciliation for all accounts, including Petty Cash to 31 June 2024 has been checked & approved by Cllr. Clode/Ruscoe.

F17.24/25 **BUDGET POSITION Q1**

To note the current budget position and any variances.

F18.24/25 **VAT RETURN Q1**  
To note the Q1 VAT submission reports.

F19.24/25 **FINANCIAL SPOT CHECKS**  
To note the finance spot checks up to June 30<sup>th</sup>.

F20.24/25 **RECRUITMENT UPDATE**  
To receive verbal update on new recruits.