

TIPTREE PARISH COUNCIL

MINUTES OF POLICY AND FINANCE COMMITTEE MEETING

A meeting of the Policy and Finance Committee took place on Monday 4th November 2019 at 7.00pm in the Meeting Room, Community Centre, Caxton Close

Present: R Mannion (Chairman) M Maund (Vice Chairman)
 C Bigg Mrs J Bunney
 Mrs D Coe Mrs B Wood

Also in attendance – One member of the public, the Clerk of the Council and the Deputy Clerk of the Council

305/19 **Apologies for Absence**

There were apologies from Cllr R Smithson.

306/19 **Declarations of Interests** – There were no declarations of interests.

307/19 **Chairman's Announcements**

There were no announcements to make under this item.

30819 **Public Questions**

There were no questions from the member of the public present.

309/19 **Minutes of Meeting** – 2nd September 2019

The minutes of the meeting on 2nd September 2019, having been approved by Council, were signed by Cllr R Mannion.

310/19 **Training**

An initial draft of a Training & Development Policy for members and staff had been circulated before the meeting and was discussed. Cllr R Mannion suggested that an amendment should be made and a point added at 3.2 g) about Chairman training. This was proposed by Cllr C Bigg and seconded by Cllr Mrs J Bunney and agreed unanimously.

The draft Policy with the amendment was then proposed by Cllr Mrs J Bunney and seconded by Cllr C Bigg for recommendation for acceptance to the Full Council. This was agreed unanimously.

It was agreed that this would be an agenda item for the Council meeting on the 11th November 2019 to ratify.

311/19 **Grants**

An initial draft of a Financial Assistance (Grants) Policy had been circulated before the meeting and was discussed.

The draft Policy was then proposed by Cllr C Bigg seconded by Cllr Mrs J Bunney for recommendation for acceptance to the Full Council. This was agreed unanimously.

It was agreed that this would be an agenda item for the Council meeting on the 11th November 2019 to ratify.

Cllr Mrs J Bunney asked for a vote of thanks to the Clerk for the two drafts and this was agreed.

312/19 **Grove Lake**

Cllr Mrs B Wood had made enquiries at Colchester Borough Council about a survey of the wall and pathway at Grove Lake. The cost will be £40.00 per hour. It was proposed by Cllr C Bigg and seconded by Cllr Mrs J Bunney that this should be accepted. This was agreed unanimously and the matter will be put on the Council agenda for 11th November 2019 for ratification.

The Clerk was asked about the railings at Grove Lake and said that the claim needs to be followed up with the insurance company.

Cllr R Mannion asked when Mr Williams would be starting in the office and the Clerk said his first day would be tomorrow, 5th November 2019.

313/19 **Financial Comparison**

The Clerk circulated the Financial Comparison for October 2019. Questions were raised about the Equipment Replacement Budget (required for new equipment in the office), the Training Budget, which needs to be re-considered and the S137 Budget, which will be checked.

Cllr Mrs J Bunney raised the matter of VE Day Commemorations and Cllr R Mannion said that he would follow this up with the Working Group. Cllr C Bigg asked whether it would be possible for the Parish Council to advertise events on the website and the Clerk said that this would be alright.

It was proposed by Cllr J Bunney and seconded by Cllr Mrs D Coe that the financial comparison should be noted. This was agreed unanimously.

There being no other business the meeting closed at 7.24pm

Signature.....Date.....