TIPTREE PARISH COUNCIL



MINUTES OF POLICY AND FINANCE COMMITTEE MEETING

A meeting of the Policy and Finance Committee took place on Monday 6th January 2020 at 7.00pm in the Meeting Room, Community Centre, Caxton Close

Present: Cllrs R Mannion (Chairman of Mtg) M Maund

C Bigg J Bunney

R Smithson

Also in attendance – One member of the public & the Clerk to the Council.

433/19 Apologies for Absence

There were apologies from Cllr D Coe

434/19 **Declarations of Interests** – There were no declarations of interests.

435/19 Chairman's Announcements

The Chairman made a plea for all Councillors to make use of their TPC "branded" emails, stating that from Jan 13th, he would only be addressing outgoing correspondence to Councillors at their TPC email addresses.

436/19 Public Questions

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

437/19 **Minutes of Meeting** – 2nd December 2019

The minutes of the meeting on 2nd December 2019, having been approved by Council, were signed by the Chairman.

438/19 **Badges**

The Committee reviewed expenditure for new badges for both Councillors and Staff and RESOLVED with unanimous show of hands that the expenditure be approved.

439/19 Risk Management Controls for 2019/20

The Committee reviewed the controls drafted by the Clerk. With the exception of a correction to a minor typographical error, it was **RESOLVED by unanimous** approval that the Risk Management Control for 2019/20 be adopted.

440/19 **Grievance Policy**

The draft Grievance Policy which had been previously circulated was discussed by Committee. Councillors wished for more clarity on item 2.2. regarding "next steps", asking the clerk to draft a further insertion at 2.2.1. It was then unanimously RESOLVED that the item be referred to Full Council for adoption, with the caveat that item 2.2.1 (next steps clarification) be incorporated.

441/19	Budget Setting for 2020/21 The draft budget for 2020/21 was reviewed by councillors. Minor amendments were agreed and incorporated regarding badges and VE/VJ Day celebrations. It was unanimously RESOLVED that the item be referred to Full Council for adoption.
442/19	Precept setting for 2020/21 The Precept for 2020/21 was reviewed by councillors. It was unanimously RESOLVED that the item be referred to Full Council for adoption
443/19	Financial Comparison This item was deferred until the next meeting, as the documentation previously distributed was not available on the night.
There being no other business the meeting closed at 7.38pm	
Signature	Date