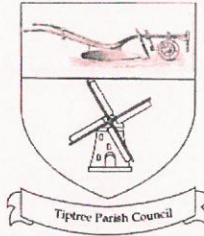


TIPTREE PARISH COUNCIL



MINUTES OF POLICY AND FINANCE COMMITTEE MEETING

A meeting of the Policy and Finance Committee took place on Tuesday 26 October 2021 at 7.00pm in the Meeting Room at the Community Centre, 1a Caxton Close.

Present: Cllrs R Mannion (Chairman) M Maund (Vice Chairman)
 C Bigg R Smithson
 B Wood M Woodcraft

Also in attendance– Cllrs. S Redgewell, S Allen-Shepherd (from 7.05) and S Gulleford (from 7.15) plus the Deputy Clerk.

035/21 **Apologies for Absence** - There were apologies from Cllr Bunney.

036/21 **Declarations of Interests** – There were no declarations of interests.

Chairman's Remarks: The Chairman reported on the Clerk's upcoming period of annual leave, with the Deputy Clerk providing cover in his absence.

037/21 **Public Questions** - There were no members of the public present.

038/21 **Minutes of Meeting** – The minutes of the meeting on **28 September 2021** were unanimously **approved as being an accurate record and signed by the Chairman.**

039/21 **Draft Environmental Policy:** Council reviewed the draft policy, and after a brief discussion, the Report was **Received and Recommended for Approval at Full Council.**

040/21 **Assignment of Internal Auditor for period 2021/2022.** Council reviewed the quotes provided and discussed the merits of making a change. Discussion was held regarding alternate Internal Auditors from EALC, and after weighing the financial disadvantage of change, and the excellent work provided to date, **the existing Internal Auditor was assigned for a further year.**

041/21 **Draft Revision of the Grant Awarding Policy** was reviewed in light of new information: After a discussion on the suggested amendments, it was **RESOLVED that the Policy be accepted with the amendments incorporated.**

042/21 **IT Security Discussion:** The Chairman had recently been briefed by CBC on their IT security. He therefore wanted to ensure that the Parish was also effectively protected. After a discussion on the precautions in place, the Committee were keen to see that a Policy be introduced that covered the

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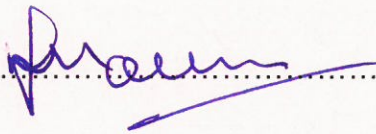
discussion points. **The report was Received and noted, with a requirement for the Clerk to produce a DRAFT IT Security Policy for the Policy and Finance Committee to review.**

043/21 **Status of sale at Mynott Court:** The clerk reported the property sale had occurred on 7 October, and that all funds had been received in the Council's Bank Account the day after. **The report was Received and noted.**

044/21 **Financial Report:** The budget report for the Council was **received by Committee and noted.**

There being no other business the meeting closed at 7.25 pm.

Signature.....



Date.....

23/11/2021