



Minutes of Policy and Finance Committee Meeting

A meeting of the Policy and Finance Committee took place on Tuesday 20th February 2024 at 19.00 in the Meeting Room, Community Centre, Caxton Close, Tiptree.

Present: Cllr M Maund - **Chair** Cllr E Birkin – **Vice Chair**
Cllr S Allen-Shepherd Cllr A Dickey
Cllr D Webb Cllr B Wood
Cllr M Woodcraft

Also, in attendance: Deputy Clerk to the Council.

064/23 Apologies for Absence:

There were no apologies.

065/23 Declarations of Interests:

There were no declarations of interests.

066/23 Chairs Announcements:

There were no announcements.

067/23 Minutes of Meeting:

The minutes of the meeting held on 23rd January 2024 were proposed, seconded and unanimously **Resolved** as being an accurate record and duly signed.

068/23 Public Questions:

There were no questions from the Public.

069/23 Review Draft Terms of Reference:

After discussion, it was suggested that membership numbers for each committee should reference 5-7 to cover the maximum and minimum required.

070/23 Financial Review: A discrepancy was found between this month's figures and last. When the reports were compared one referred to 'Actual Current Month', the other 'Actual last Year'. This error was corrected. The committee reviewed the report on Budget Vs Spend to date and **RESOLVED to receive and note the report.**

071/23 Chair closed the meeting at 19:07

Date of next meeting Tuesday 19th March

Signature

Date

19/3/2024