



Minutes of Policy and Finance Committee Meeting

A meeting of the Policy and Finance Committee took place on Wednesday 13th August 2025 at 14.00 in the Meeting Room, Community Centre, Caxton Close, Tiptree.

Present: Cllr A Dickey Cllr Barbara Wood
Cllr J Greenwood Cllr D Webb

Also, in attendance: Clerk to the Council.

- 01/25 **Election of Chairman:** It was proposed, seconded and **resolved** unanimously that Cllr A Dickey would be Chairman.
- 02/25 **Election of Vice Chairman:** It was proposed, seconded and **resolved** unanimously that Cllr J Greenwood would be Vice Chairman.
- 03/25 **Apologies for Absence:**
There were no apologies to be received.
- 04/25 **Declarations of Interests:** There were no Declarations of interest.
- 05/25 **Chairs Announcements:** Well, done to the Clerk, this meeting it to be a learning process so we can move this forward together.
- 06/25 **Minutes of Meeting:**
The minutes of the meeting held on 25th March 2025 were proposed, seconded and **Resolved** with a Majority as being an accurate record and duly signed.
- 07/25 **Public Questions:**
There were no questions from the Public.
- 08/25 **Exclusion of the Press and Public:** It was proposed, seconded and **resolved** unanimously that the public would be asked to leave under the Schedule 12A (S5) of the Local Government Act 1972.
- 09/25 **Financial review to date:**
The Responsible finance officer informed the committee of the council's finances.
- 10/25 **Review of report on VAT return issue:**
After discussion It was proposed, seconded and **resolved** unanimously the RFO is to
1. Look into appropriate additional training in Financial matters.
 2. The RFO is to alert the committee as soon as possible if any financial problems arise.



11/25 **Chair closed the meeting at 15.13**
Date of next meeting: 23th September at 11.00 pm

Signature Date 23rd September 2025