



Policy and Finance Committee Agenda

Membership: Cllr A Dickey
Cllr D Webb

Cllr J Greenwood
Cllr B Wood

You are hereby summoned to a meeting of the Policy and Finance Committee to be held on Tuesday 23rd September 2025 at 11.00 in the Community Centre, 1A Caxton Close, Tiptree.

Ross Gurney

Ross Gurney
Clerk to the Council
17th September 2025

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| 1. | Apologies for Absence | For Approval |
| 2. | Declarations of Interest | For Receipt |
| 3. | Chair's Announcements | For Receipt |
| 4. | Minutes of Previous Meeting – 13th August 2025 | For Signature |
| 5. | Public Questions: The Chair will invite questions from members of the public concerning items on the agenda (max 3 mins per person) | |
| 6. | Financial review to date | For Information |
| 7. | Annual review of terms of reference:
Review of the committee's terms of reference for recommendation to full council. | For Discussion and Approval |
| 8. | Employee Handbook
Approval of the Handbook for recommendation to full council. | For Discussion and Approval |
| 9. | Review of the Financial Risk assessment and policy.
a) Approval of Financial risk assessment for recommendation to full council.
b) Approval of Financial Policy for recommendation to full council. | For Discussion and Approval |

In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting will be recorded as an aide memoire for the clerk when compiling the minutes.

The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record. Members of the public should be aware that being present at a meeting of the Council or one of its committees or sub-committees will be deemed as the person having given consent to being recorded (photograph, film, or audio recording) at the meeting, by any person present. A person or persons recording the parish meeting are reminded that the "Public Session" period may not be part of the formal meeting and that they should take legal advice for themselves as to their rights to make any recording during that period.

TIPTREE PARISH COUNCIL

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| 10. | Review of Standing orders:
Approval of Standing orders for recommendation to full council. | For Discussion
and Approval |
| 11. | Review of Flag flying policy:
Approval of Flag flying Policy for recommendation to full council. | For Discussion
and Approval |
| 12. | Review of the Communications and Engagement policy
Approval for recommendation to full council. | For Discussion
and Approval |
| 13. | Review of the Social media Policy
Approval for recommendation to full council. | For Discussion
and Approval |
| 14. | Chair to close the meeting:
Date of next meeting. Thursday 25 th November at 11.00 | To Note |