

## **Minutes of Policy and Finance Committee Meeting**

A meeting of the Policy and Finance Committee took place on Tuesday 25<sup>th</sup> May 2025 at 19.07 in the Meeting Room, Community Centre, Caxton Close, Tiptree.

**Present:** Cllr C Osborne - **Chairman** Cllr D Webb  
Cllr Barbara Wood

*Also, in attendance:* Clerk to the Council.

01/26 **Election of Chair:**

After discussion it was proposed, seconded, and **resolved** unanimously that Cllr Osborne would be the Chairman of the committee.

02/26 **Election of Vice-Chair:**

After discussion it was proposed, seconded, and **resolved** unanimously that this item would be deferred to the next meeting.

03/26 **Apologies for Absence:**

Apologies were proposed, seconded, and unanimously Accepted from Cllr Greenwood for being unable to attend the meeting due to personal reasons.

04/25 **Declarations of Interests:**

There were no Declarations of interest.

05/25 **Chairs Announcements:**

The Chair announced that there are broader subjects on the agenda to assist the council to help shape the future budget as well as to bring it in line with the community survey in the future.

06/25 **Minutes of Meeting:**

The minutes of the meeting held on 24<sup>th</sup> March 2026 were proposed, seconded and **Resolved** Unanimously as being an accurate record and duly signed.

07/25 **Public Questions:**

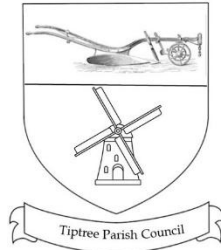
There were no questions from the Public.

08/25 **Financial review to date:**

The Responsible finance officer informed the committee of the council's finances.

09/25 **Update from the Financial processes of the council review:**

After discussion it was proposed, seconded and **resolved** unanimously that the new Financial policy would be recommended to Full Council in July and the Clerk is to create a comparison document between the new, old and stripped-down versions of the financial documents for Full Council.



- 10/26 **Considerations of the Reserves levels:**  
After discussion it was proposed, seconded and **resolved** unanimously that the clerk is to look in to reducing the amount of Ear marked reserve accounts and assigning the to the relevant committees. The committee recommends Full Councils raises the amount in the wages EMR to £70,000 in July.
- 11/26 **Review of Code of Conduct:**  
After discussion it was proposed, seconded and **resolved** unanimously that the amended Code of conduct would be recommended to Full council.
- 12/26 **Consideration of new investment bank account:**  
After discussion it was proposed, seconded and **resolved** unanimously that the committee recommend to full council they open the following three bank accounts with the following funds,  
Lloyds 95-day notice period saver £100,000.  
Scottish Bank 95-day notice period saver £100,000.  
Virgin money 120-day notice period saver £100,000.
- 13/26 **Consideration of the councils' priorities for 2026-2027 and ways of working:**  
The committee discussed this point and no decisions were made.
- 14/26 **Consideration of reassigning responsibilities throughout the council's committees:**  
It was also proposed, seconded and **resolved** unanimously that the recommendation for the Community centres be reassigned to the Policy and finance committee.
- 15/26 **Consideration of the Freedom of Tiptree Policy:**  
After discussion it was proposed, seconded and **resolved** unanimously that the new policy be recommended to full council.
- 16/26 **Chair closed the meeting at 20.59**  
Date of next meeting: on Tuesday the 28<sup>th</sup> of July 2026 at 19.00 in the meeting room.

Signature ..... Date of next meeting: Tuesday the 28<sup>th</sup> of July 2026 at 19.00 in the meeting room.