Remote Finance and Policy Committee Meeting

Held on Tuesday 2nd March 2021 at 7:30pm

via Zoom Video Communications

Draft Minutes

Minute references should be preceded by FP

1. Present: Cllr S Kearey – Chairman, Cllr R Gould, Cllr JM Whybourn, Cllr P Gieler, Cllr Nicholls, Clerk - M Woof
2. One Member of the Public attended and gave a short talk supporting a grant application, he answered questions from councillors and then left the meeting.
3. No apologies received
4. No declarations of interest received
5. The minutes of the Finance & Policy Committee Meeting held on 7 January 2021 are resolved as a correct and accurate record and will be signed by the Chairman at the first opportunity
6. The Committee reviewed and considered the following policies and made their recommendations as follows.
7. Resolved to recommend adoption of the Child Protection Policy v1.2 2021
8. Resolved to recommend adoption of the Certifying Documents Policy v1.2 2021 following the insertion of the wording “declaring their professional role” after the words personal capacity in the opening paragraph.
9. Resolved to recommend adoption of the Lone Working Policy v1.0 2021following the amendments to spelling, to be reviewed annually and the word “key” to replace non contractual at the bottom of page 4.
10. Resolved to recommend adoption of the Scheme of Delegations v1.0 2021
11. Resolved to refer the Grants Policy for further consideration by the F&P committee
12. Resolved to recommend adoption of the LGPS Discretionary Policy v1.0 2021
13. Resolved to recommend adoption of the Financial Reserves Policy v1.1 2021
14. Resolved to recommend rescinding of the Anonymous Communications Policy

and incorporate its content within the Communications Policy v.1.2 2021

1. Resolved to recommend adoption of the Communications Policy v1.2 2021
2. Resolved to recommend adoption of the Garden of Rest Fee Structure 2021 and note that it be reviewed again as part of the 2022-2023 Budget Setting Review.
3. The committee received and noted the Financial Q3 Budget v Actual report
4. The committee reviewed candidates for the Internal Audit 2020-2021 and resolved to appoint E Newhouse in order to complete the three year cycle of appointment and to note that a new Internal Auditor be appointed for the next three year cycle.
5. The Grant Application from Grange Area Trust CIO dated 21 January 2021 was considered and Committee resolved to award £500 for the 2020/2021 Financial Year
6. The Grant Application from Widmer End Village Hall dated 23 February 2021 was considered and Committee resolved to recommend to Full Council a 50% donation amounting to £1265 subject to acceptance of the Tree Survey undertaken and the quotation for the works.
7. The Grant Application from Bryants Bottom Community Trust was considered and Committee resolved to award £320 for the 2020/2021 Financial Year
8. Future Agenda Items to include Grants Policy, End of Year Accounts Progress
9. Next Meeting - 4 May 2021
10. Meeting Closed at 9pm