



MINUTES

Committee: Finance and Policy Committee
Date: Tuesday 21 May 2024
Time: 6.30pm
Venue: Parish Council Office

Present

Cllr Catherine Fileman-Wright (Chairman)
Cllr David Bridger
Cllr Vivienne Hodges
Cllr Mike Warner

Also Present

Samantha Parkin (Clerk)

17/2024 CHAIRMAN

It was proposed by Cllr Hodges, seconded by Cllr Bridger and **resolved to appoint Cllr Fileman-Wright** to chair the meeting in the absence of Cllr Evans.

18/2024 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Evans.

19/2024 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

No declarations of interest or requests for dispensations were received.

20/2024 MINUTES

It was proposed by Cllr Warner, seconded by Cllr Hodges, and **resolved to accept** and sign the minutes of the meeting held on 19th March 2024 as a correct record. There was one abstention.

21/2024 STANDING ITEM – CLIMATE AND ECOLOGY EMERGENCY:

The committee noted the Council Declaration to embed the climate and ecology emergency declaration across all Council services, activities, plans and other relevant work, considering the environmental impact of decisions, ensuring a fully integrated approach to mitigating the impact of climate change.

22/2024 Q4 BUDGET REPORT

The Clerk had circulated the Q4 budget report prior to the meeting and the report was noted. The Clerk explained that the Annual Accountability and Governance return required an explanation for the staff costs variance which is included in the attached report.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Hodges, and **resolved to** recommend to full council to add the unspent allotment budget to reserves.

23/2024 2024-25 BUDGET

The Clerk had circulated a report prior to the meeting recommending a separate budget heading is created for lengthsman expenditure to allow for better monitoring.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Bridger, and **resolved to** recommend to full council to **split** the lengthsman budget from the open spaces budget for clearer accounting.

24/2024 ASSET REGISTER POLICY

The draft Asset Register policy had been circulated with the agenda.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Hodges, and **resolved to** recommend to the full council to **adopt** the Asset Register policy.

25/2024 GRANT AWARDING POLICY

The Grant Awarding policy reviewed by the Clerk had been circulated with the agenda.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Warner, and **resolved to** recommend to the full Council to **adopt** the Grant Awarding policy.

The Chairman closed the meeting at 18.44pm.

TO DO ACTIONS:

- Add all recommendations to the June full Council Agenda.