



THAXTED PARISH COUNCIL

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MINUTES OF THE FINANCE & ESTABLISHMENT COMMITTEE MEETING OF THAXTED PARISH COUNCIL HELD IN THE GUILDHALL ON TUESDAY 9th August 2022

In attendance:

Committee members

Chairman: Cllr Frostick

Vice Chairman: Cllr R Williams

Cllr. A. Howells

Cllr. J. Perkins

Cllr. A. Frater Ex Officio

Others in attendance

The Clerk (left at 21.51)

Cllr. N. Weakly

1 members of the public (left at 21.50)

1. APOLOGIES FOR ABSENCE

None Received

2. DISCLOSURE OF INTERESTS

None Received

3. PUBLIC SPEAKING TIME

A member of the public speaks in connection to a meeting in the guildhall held on Wednesday, the manner of one of our members was not in keeping with the councillor's good conduct guide. It is the desire of the public speaker to ask this committee to raise this with the person concerned this matter will be privately discussed with the chairman of this committee. The chairman suggests that this matter is for the full council and in fact this is standards issue and should be dealt with accordingly. The Clerk Confirms that the matter is for The Democratic services and shall speak directly with them to seek advise and address the chairman of the Council with their findings.

4. MINUTES

RESOLVED To **APPROVE** and sign as a correct record of proceedings the minutes of the meeting of 23rd November 2021.

5. GRANTS

1. **RESOLVED to Grant CraftAbility** request A grant of £150 for Transport costs.
2. **To Note requested Grant Payment of URC grant and TPCC Grant as approved in the 2022-2023 budget**

6. FINANCES

- a) To note the Annual Full accounts to date
- b) To note the current EMR balance sheet

- c) To view the current council balance sheet

After some discussion around budgeting codes it was resolved to transfer the full amount held in the EMR of the CLT £4290 to the CLT, then from September 2022 the CLT admin will be self funding.

There is a suggestion through the finance committee that all councilors should have access to scribe.

7. ASSET REGISTER

To **NOTE** the asset register and consider integration of this digitally with an existing software provider in a rolled-out approach throughout 2022/23.

8. FINANCIAL REGULATION

- a) **RESOLVED** To re-adopt the latest Financial Regulations
- b) To **NOTE** LTN 87 and apply the necessary legislative changes to all Decision making

9. INSURANCE

To exercise future control over the insurance of its property and liabilities, specifically the costs associated with our insurance policy.

Suggestion to recharge committees with their proportion of insurance. E.g. the Guildhall contents, BSH

10. POLICY REVIEWS.

RESOLVED To review and re-approve the Community Engagement Policy

RESOLVED To review and re-approve the Media Policy

11. FINANCIAL RISK MANAGEMENT

RESOLVED to **APPROVE** the Councils financial risk management strategies remain in line with proper practise

Cllr Williams is to work closely with the Clerk and the Chairman of the Finance Committee on financial matters

12. CHAIRMAN'S ALLOWANCE

RESOLVED To **APPROVE** the payment of the Chairman's allowance.

13. DATE OF NEXT MEETING

The next meeting will be on TUESDAY or FRIDAY TBA.

To resolve that under the Public Bodies (Administration to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the Public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government act 1972.

14. STAFF SALARY ANNUAL REVIEW

- I. **RESOLVED** after lengthy discussion to **Refuse** the Clerks New Flexible working request
- II. **RESOLVED** To **CONSIDER** re-Drafting job roles to ensure they are accurate for current employees in collaboration with the EALC and other operational experts who may already be undertaking project work in relation to job evaluation exercises within our sector.