



THAXTED PARISH COUNCIL

Community Information Centre
7, Town Street, Thaxted,
Dunmow, Essex, CM6 2LD
Tel: 01371 831952.

email: clerk@thaxted.co.uk
web: www.thaxted.co.uk

Date of meeting Finance & Establishment 20th July 2023

Present Councillors: Williams (Chair), Weakley, (Vice Chair), Howells, Frostick, Frater

Officers: Dena Oxley (Clerk & RFO)

Robert Silver Assistant Clerk

0 public members

1	APOLOGIES FOR ABSENCE Received and accepted Cllr Jo Herbert
2	DECLARATIONS OF INTEREST None received
3	PUBLIC REPRESENTATIONS None Present
4	VERIFICATION OF MINUTES Resolved To APPROVE and sign as a correct record of proceedings the minutes of the meeting of 6 th December 2022.
5	Committee Terms of Reference Resolved To APPROVE the Draft terms of reference for the Finance & Establishment Committee.
6	GRANTS a. To Note requested Grant Payment for the PCC for £2,000 in respect of Churchyard Maintenance has been requested and paid. b. To Note the grant payment of £300 to the URC has been requested and shall be paid before the next quarter.
7	FINANCES a) To note the Annual Full accounts to date Q1 (Monthly Budget Report) b) To note the current EMR balance sheet c) To view the current council (Summary Report) d) To view the councils costs (Detailed cost centre report) e) To report on current S106 Balances and time sensitive spends
8	ASSET REGISTER To NOTE the asset register
9	FINANCIAL REGULATION & AUDIT a. Resolved To re-adopt the latest Financial Regulations It is also noted that this committee supports the Clerks Powers to spend amount up to £5,000 in accordance to the re-adopted Financial regulation and Parish Council standing orders b. To consider ALL action points and suggestions from the latest Internal Audit report
10	INSURANCE a. To Note the insurance of its property and liabilities, specifically the costs associated with our insurance policy. b. To Consider the quote received in respect to the 'Add On' to our existing Policy relating to Cyber Security.

11	<p>POLICY REVIEWS.</p> <ul style="list-style-type: none"> a. To consider a revised Investment Policy. b. To consider the Parish Councils FULL policy schedule and cyclical refreshment of all.
12	<p>FINANCIAL RISK MANAGEMENT</p> <p>Resolved To formally REVIEW & APPROVE that the Councils financial risk management strategies which remain in line with proper practise.</p>
13	<p>CHAIRMAN'S ALLOWANCE</p> <p>Resolved To APPROVE the payment of the Chairman's allowance.</p>
14	<p>Date and Time of next meeting</p> <p>The Next meeting of the F&E Committee shall be October 19th following on from the Planning meeting (if needed)</p>