



Minutes of Hullbridge Parish Council Finance, Policy & Appointments Committee

Meeting held on Wednesday 7th September 2022 20:00hrs at the Hullbridge Parish Council Office

Present: Cllrs, D.Elwell, Miss A Marriott I. Kenlin, K. O'Brien, J. O'Brien, C.Agius.

Clerk: Mrs Nicola Harding

14/9/22 Apologies for Absence

14.1/9/22 – None.

15/9/22 Approval of Minutes

15.1/9/22 – RESOLVED Members agreed the minutes as a true record of the Committee Meeting held on 22nd June 2022.

16/9/22 Declarations of interest / dispensations

16.1/9/22 – None received

17/9/22 Public Participation – No public present.

18/9/22 Parish Office / Health & Safety / Equipment and Parish Van

18.1/9/22 RESOLVED - Members *noted* the Clerk will get quote for a replacement door – Clerk to ACTION.

18.2/9/22 RESOLVED - Members *approved* the purchase of a mobile phone for maintenance staff.

18.3/9/22 RESOLVED - Members *approved* the quotes for office furniture.

18.4/9/22 RESOLVED - Members *noted* the cost of £89.50 for a replacement back rest in Pooles Lane toilets.

18.5/9/22 RESOLVED - Members *approved* the purchase of two additional IBC water tanks.

19/9/22 Finance

19.1/9/22 RESOLVED - Members *reviewed* the Ear Marked Reserves and *agreed a recommendation* for Full Council. Clerk to ACTION.

19.2/9/22 RESOLVED - Members *reviewed* the draft budget and it was agreed to set up a meeting in October to review the budget ahead of Novembers Finance Committee. Clerk to ACTION.

19.3/9/22 RESOLVED - Members *agreed to discuss* projects for 2023/2024 at the budget meeting to be arranged.

19.4/9/22 RESOLVED - Members *reviewed* detailed receipts and payments report.

19.5/9/22 RESOLVED - Members *noted* the current situation regarding energy prices.

19.6/9/22 RESOLVED - Members *agreed* the costs for the Allotment signage. Clerk to ACTION.

19.7/9/22 RESOLVED - Members *reviewed* the information from the extra General Purposes Committee meeting regarding treatment of Mares Tail at the Allotment site. Members *recommendation* to Full Council is for a five-year treatment plan with regular monitoring and a proposal to review at the end of five years.

20/9/22 Reports from Personnel / Emergency Committee / Code of Conduct

20.1/9/22 None.

21/9/22 Consultations/ Grants/ Policy/ Lease Agreements

21.1/9/22 RESOLVED – Members *reviewed* the following policies and procedures for approval at Full Council.

- Financial Regulations
- Annual Investment Strategy
- Strategic Plan 2021-2025

- Risk Assessment & Management of Risks
- Grant Award Policy
- Expense Claims Policy
- Lone Working Policy - DRAFT

22/9/22. Date of the Next Meeting

22.1/9/22 Members were advised to forward any items for the next Agenda to the Clerk by 21st November.

22.2/9/22 The date of the next meeting is Wednesday 30th November 2022 at 20.00hr in the Parish Office.

Meeting closed 20.55 hrs
Nicola Harding

Chairman Signature: _____ Date _____