



**Minutes of Hullbridge Parish Council Finance, Policy & Appointments  
Committee  
Meeting held on Wednesday 18<sup>th</sup> January 2023 19:00hrs at the  
Hullbridge Parish Council Office**

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**Present:** Cllrs, A. Marriott, Cllr D. Elwell, C.Agius, S. Cooper.

Clerk: Mrs Nicola Harding

**32/01/23 Apologies for Absence**

**32.1/01/23** – Apologies from Cllr K. O’Brien, Cllr J. O’Brien and Cllr I. Kenlin.

**33/01/23 Approval of Minutes**

**33.1/01/23** – RESOLVED Members agreed the minutes as a true record of the Committee Meeting held on **30<sup>th</sup> November 2022**.

**34/01/23 Declarations of interest / dispensations**

**34.1/01/23** – None received

**35/01/23 Public Participation** – No public present.

**36/01/23 Parish Office / Health & Safety / Equipment and Parish Van**

**36.1/01/23** RESOLVED – Members *received* a general update.

**37/01/23 Finance**

**37.1/01/23** RESOLVED – Members *reviewed* the Interim Audit Report and *noted* the actions taken.  
**37.2/01/23** RESOLVED – Members *reviewed* the Quarterly Financial Breakdown

**38/01/23 Reports from Personnel / Emergency Committee / Code of Conduct**

**38.1/01/23** None.

**39/01/23 Consultations/ Grants/ Policy/ Lease Agreements**

**39.1/01/23** RESOLVED – Members *reviewed* the following policies and procedures for approval at Full Council. Members *agreed* the Action Plan should be updated and include a column to show when objectives have been achieved – Clerk to ACTION and submit to all Councillors for comment prior to review at the next Finance Committee Meeting.

- Training & Development Policy
- Pensions Policy
- Health and Safety Policy
- Vexatious Complaints Policy
- Councillor/Employee Relations
- Declaration of Interest Flow chart

**40/01/23. Date of the Next Meeting**

**40.1/01/23** Members were advised to forward any items for the next Agenda to the Clerk by 9<sup>th</sup> February 2023.

**40.2/01/23** The date of the next meeting is Wednesday 22<sup>nd</sup> February 2023 at 19.30hrs in the Parish Office.

Meeting closed 19:35 hrs  
Nicola Harding

Chairman Signature: \_\_\_\_\_ Date \_\_\_\_\_