

**Minutes of Hullbridge Parish Council Finance, Policy & Appointments Committee
Meeting held on Wednesday 22nd June 2022 at 19.45 hrs. at the
Hullbridge Parish Council Office**

Present: Cllrs Miss A Marriott, D.Elwell, I. Kenlin, K. O'Brien, J. O'Brien , C.Agius ,
Clerk: Mrs Nicola Harding
Visting : Cllrs P.White, Mrs L. Campbell-Daley.

1/6/22 Election of Chairman

1.1/6/22 – RESOLVED Cllr D.Elwell was nominated by Cllr C. Agius and seconded by Cllr I. Kenlin, no further nominations were received and Cllr D.Elwell was declared Chairman.

2/6/22 Election of Vice-Chairman

2.1/6/22 – RESOLVED Cllr K. O'Brien offered to continue in the role. Proposed by Cllr Miss A. Marriott and seconded by Cllr C. Agius, no further nominations were received and Cllr K.O'Brien was declared Vice-Chairman.

3/6/22 Election of Members to Personnel Sub-Committee

3.1/6/22 –RESOLVED Members *agreed* that Cllrs D.Elwell, K.O'Brien and Miss A. Marriott would sit on the Personnel Committee.

4/6/22. Apologies for Absence

4.1/6/22 All Members were present.

5/6/22 Approval of Minutes

5.1/6/22

RESOLVED- Members agreed the minutes as a true record of the Committee Meeting held on **27th April 2022**.

6/6/22 Declarations of interest / dispensations

6.1/6/22 – None received

7/6/22 Terms of Reference

7.1/6/22 – RESOLVED Members *agreed* the Finance Committee Terms of Reference for *approval* at Full Council.- Clerk to ACTION

7.2/6/22 – RESOLVED Members *agreed* the Personnel Committee Terms of Reference for *approval* at Full Council – Clerk to ACTION

8/6/22 Public Participation – No public present.

9/6/22 Parish Office / Health & Safety / Equipment and Parish Van

9.1/6/22 RESOLVED – Members *noted* the Clerk attended the SLCC conference.

9.2/6/22 RESOLVED – Members *noted* the delayed start of October for the Clerks CILCA training.

10/6/22 Finance

10.1/6/22 Members *discussed* the current Ear Marked Reserves and *agreed* the Clerk in conjunction with the Finance Committee will *review* and make *recommendations* for changes to Full Council prior to the 2022/23 budget *approval* . Clerk to ACTION

10.2/6/22 RESOLVED – Members *discussed* the returned deposit and *agreed* this should be paid into the Nationwide account when allowed on the account anniversary – Clerk to ACTION.

10.3/6/22 RESOLVED Members *agreed* to retain one contractor for tree work up to the value of £2000 for *approval* at Full Council. Clerk to ACTION.

- 10.4/6/22 RESOLVED – Members *reviewed* the quotes for the tree work in Kendal park and *agreed* on a contractor to undertake the works.
- 10.5/6/22 Members *noted* the Asset Register required updating to include the lampposts owned and maintained by the Parish Council and *noted* the quote from Zurich for insurance . This will be taken to Full Council for *approval*. Clerk to ACTION.
- 10.6/6/22 RESOLVED – Members *agreed* to arrange a First Aid course for residents and *noted* the funding applied for, Clerk to ACTION.
- 10.7/6/22 Members *noted* the quote for the village signs for *approval* at Full Council- Clerk to ACTION.

11/6/22 Reports from Personnel / Emergency Committee / Code of Conduct

11.1/6/22 None.

12/6/22 Consultations/ Grants/ Policy/ Lease Agreements

12.1/6/22 RESOLVED – Members reviewed the Adequate and effective system of Internal Control mand Internal Audit.

12.2/6/22 RESOLVED – Members *reviewed* the Councillors Meeting Attendance Policy for *approval* at Full Council. Clerk to ACTION

13/6/22. Date of the Next Meeting

13.1/6/22 Members were advised to forward any items for the next Agenda to the Clerk by 21st September.

13.2/6/22 The date of the next meeting is Wednesday 28th September 2022 at 19.45 in the Parish Office

Meeting closed 20.35 hrs
Nicola Harding

Clerk to the Council Chairman Signature: _____ Date _____