

Chinnor Parish Council

PRESENT: Cllr's Edwards, Mackenzie, Webb and Wright

Minutes of the **Finance and Policy Committee** meeting held on 22nd July 2024 at 7.30pm
Chinnor Community Pavilion.

1. **Apologies for absence:** received from Cllr Ball
2. **Declaration of Interest:** Nothing declared
3. **Public Question time:** No members of public present
4. **Minutes of the last meeting:** Inaugural meeting of this committee therefore no minutes to be approved.
5. **Terms of Reference for Finance & Policy Committee: It WAS RESOLVED** that the terms of reference should be accepted in the current format and reviewed at the December committee meeting.
6. **Finance Reports to be approved:** Following scrutiny IT WAS RESOLVED that the finance reports covering April – June 2024 were accepted
 - Bank Statements
 - Petty Cash
 - Budget Update
 - Monthly Payments

IT WAS RESOLVED that the clerk purchases a replacement laptop with immediate effect.

7. **Grants**

IT WAS RESOLVED to award the following grants

Mill Lane School Association – £1000

Rotary - £100

Chinnor Village Centre - £870

Mill Lane Community Garden - £500

St Andrews School Association- £500

Chinnor Youth Darts - £1000 – (CPC to purchase equipment)

Red Kite Family Centre - £1000

IT WAS RESOLVED that due to the specific requirement of the grant policy not being fully met the following applicants were not on this occasion successful
Chinnor Football Club – maintenance requirement and is retrospective
Be Free Young Carers – not project related and not local – Cllr. Edwards abstained from the vote.

Flower & Produce Show – CPC does not approve this project and would require further information with regard to H&S, Insurance and location. It was agreed that a letter should also be sent to CCP with regard to this issue and concern of such a cabinet being in a public shared place.

CAB – does not support the current policy, no information of support specifically for Chinnor Residents.

Clean Slate – did not meet the current policy requirements

8. Contracts / Quotations

IT WAS RESOLVED to purchase replacement blower for maintenance team at total cost of £641.12 (Blower £349.29 Battery £ 291.83)

9. Policies

9.1 To prioritise policies for review and agree timeline **IT WAS RESOLVED** that a working group would meet and consider recommendations.

9.2 To review and adopt the model financial Regulations – it was agreed that a working group including Cllrs Wright, Mackenzie and Webb will meet early September to consider recommendations to personalise the model regulations for CPC.

9.3 To review and adopt the Statement of Internal Financial Control – **IT WAS RESOLVED** to add this to the working group meeting.

Date of next meeting – 23rd September 2024