

# Chinnor Parish Council

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

Minutes of the **Finance and Policy Committee** meeting held on 22<sup>nd</sup> 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** – 23<sup>rd</sup> September 2024