

MINUTES OF THE MEETING OF THE FINANCE & POLICY COMMITTEE OF TRING TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, THE MARKET HOUSE, HIGH STREET, TRING ON MONDAY 12th MARCH 2018 AT 8:30 p.m.

Present: Councillors: Mrs P. J. Hearn (Chairman)
Mrs O. Conway
N. Hollinghurst
C. Townsend
G. Wilkins (ex officio)

Also present: Cllr J. Bowden
Cllr S. Hearn
Mr M. Curry, Town Clerk
Mrs D. Slade, Deputy Clerk

0 members of the public

19145. APOLOGIES

Apologies were received from Cllr H. Grace (prior appointment).

RESOLVED: To accept the apologies for the reasons given

19146. DECLARATIONS OF INTEREST

None

19147. TO CONFIRM THE MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING HELD ON 15th JANUARY 2018

RESOLVED: To accept the Minutes as presented and for the Chairman to sign them.

19148. MATTERS OF REPORT FROM THE MINUTES

None

19149. CHAIRMAN'S COMMUNICATIONS

None

19150. PUBLIC PARTICIPATION

No members of the public present

19151. ANNUAL REVIEW OF THE COUNCIL'S FINANCIAL REGULATIONS

The existing financial regulations were reviewed and the following alterations made:

- Para. 1.14 The reference sum reduced from £5,000 to £3,000
- Para. 3.4 Delete "and shall supply each member with a copy of the approved budget"
- Para. 4.1 Increase the reference sum of £500 to £1,000
- Para. 4.7 To now read "with Standing Order 38 and Section 11 of these regulations"
- Para. 5.7 To make the following correction "like)"
- Para. 5.8 To make the following correction "5.7"
- Para. 5.9 The reference sum reduced from £5,000 to £3,000
- Para. 11 Correct paragraph lettering and amend reference to "Standing Order 38"

RESOLVED: To adopt the regulations as presented with the amendments listed above

19152. ANNUAL REVIEW OF THE COUNCIL'S FINANCIAL RISK ASSESSMENT AND HEALTH & SAFETY POLICY

The existing documents were circulated prior to the meeting. The Clerk reported that the Financial Risk Assessment would require amendment to cover the risks associated with non-compliance with the General Data Protection Regulations, but at this stage there was not enough detail available to make an adequate entry e.g. insurance cover may be available but as yet the insurance providers cannot offer coverage.

RESOLVED: To adopt the Financial Risk Assessment and Health & Safety Policy as presented

19153. ANNUAL REVIEW OF THE SAFEGUARDING POLICY

The existing policy was circulated prior to the meeting. The Deputy Clerk reported the policy need updating because of changes to legislation and best practice. The most notable change being that the policy must now cover vulnerable adults as well.

The Deputy Clerk will present a draft to the June meeting of the Committee.

19154. ANNUAL REVIEW OF THE WORK OF THE INTERNAL AUDITOR

The relevant extracts from the 'Governance and Accountability for Smaller Authorities in England 2017' were circulated prior to the meeting to inform the discussion. The Clerk reported his experience of dealing with the internal auditor: there was consideration of the aspects to be covered; that the reports received were constructive and reported to the Committee or Council as appropriate; and that the consequential actions completed.

RESOLVED: To recommend that Council can confirm all the requirements of Section 1 the Annual Governance Statement of the Annual Return have been met and that the current provider fulfilled the obligations of the role satisfactorily

19155. EXCLUSION OF PUBLIC & PRESS

A resolution was considered that under section I of the Public Bodies (admission to Meetings) Act 1960 the public and press be excluded during the following items of the agenda for this meeting, because it is likely that publicity would prejudice the public interest by reason of the confidential nature of the business.

RESOLVED: To exclude members of the press and public.

19156. ANNUAL COMMUNITY AWARD

Following discussion a shortlist of five candidates was agreed for recommendation to Council.

RESOLVED: To present the agreed shortlist of candidates for the Annual Community Award to Council

The meeting ended at 9:02p.m.

Chairman