

MINUTES OF THE MEETING OF THE FINANCE & POLICY COMMITTEE OF TRING TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, THE MARKET HOUSE, TRING ON MONDAY 13th MARCH 2017 AT 8:15 p.m.

Present: Councillors: Mrs P. J. Hearn (Chairman)
Mrs O. Conway
S. Hearn
M.Hicks (ex officio)
H. Grace
Mrs R. Ransley
C. Townsend

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

0 members of the public

18655. APOLOGIES

Apologies were received from Cllr Wilkins (illness) and Cllr Hollinghurst (prior appointment) for whom Cllr Mrs Ransley substituted.

RESOLVED: To accept the apologies for the reason given

18656. DECLARATIONS OF INTEREST

None

18657. MINUTES

RESOLVED: That the minutes of the meeting held on 23rd January 2017 were a true record and could be signed by the Chairman

18658. MATTERS OF REPORT FROM THE MINUTES

Nothing to report

18659. CHAIRMAN'S COMMUNICATIONS

None

18660. PUBLIC PARTICIPATION

No members of the public present

18661. ANNUAL REVIEW OF THE COUNCIL'S FINANCIAL REGULATIONS:

A draft set of regulations was circulated prior to the meeting for consideration. Amendments to paragraphs 6.11 & 8.3 were agreed

RESOLVED: To accept and adopt the Financial Regulations subject to the amendments above

18662. ANNUAL REVIEW OF THE COUNCIL'S FINANCIAL RISK ASSESSMENT AND HEALTH & SAFETY POLICY

Members considered the drafts circulated prior to the meeting. The Financial Risk Assessment was agreed as given. The following amendment to the Health & Safety Policy

was also agreed: update section 5 with regard to the latest HSE guidance on manual handling and working at height. It was agreed to review the COSHH assessments, too.

RESOLVED: To accept and adopt the Financial Risk Assessment as presented and the Health & Safety Policy subject to the amendments above

18663. REVIEW OF THE COUNCIL'S STANDING ORDERS

The draft Standing Orders circulated prior to the meeting were reviewed by Members. Cllr Townsend asked that the consistency between the Standing Orders & Financial Regulations was checked.

RESOLVED: To adopt the Standing Orders as circulated.

18664. TO CONSIDER A DRAFT SAFEGUARDING POLICY

The Deputy Clerk explained the development of the draft circulated prior to the meeting.

RESOLVED: To adopt the Safeguarding Policy as circulated.

18665. ANNUAL REVIEW OF THE WORK OF THE INTERNAL AUDITOR

Papers were circulated prior to the meeting explaining the duty of the Council to have effective internal financial controls in place including the appointment of an internal auditor.

RESOLVED: To note the Council's satisfaction with the work of the internal auditor and to recommend to Council agreement with the Annual Governance Statement.

18666. UPDATING & EXTENDING THE MAYOR'S CHAIN OF OFFICE

The Clerk outlined the quotations received and the options available. It was agreed that the extra links should be added at the back.

RESOLVED: To accept the quotation from Fattorini with hard gold plating and a case

18667. EXCLUSION OF PUBLIC & PRESS

To consider a resolution in the following terms: That under section 1 of the Public Bodies (admission to Meetings) Act 1960 the public and press be excluded during the subsequent 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 support the resolution as given to exclude the public & press

18668. ANNUAL COMMUNITY AWARD

A list of nominations was compiled and a recommendation made.

RESOLVED: To present the Committee's recommendation to the Council on Monday 27th March 2017

The meeting ended at 9:15p.m.

Chairman