

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 9th MARCH 2020 AT 8:17 p.m.

Present: Councillors: P. Elley (Chairman)
P. Hearn
R. Ransley

Also present: Cllr R. Hollinghurst
Cllr N. Nutkins
Mr M. Curry, Town Clerk
Mrs. D. Slade (Deputy Town Clerk)
0 members of the public

20068. APOLOGIES

Cllrs Bowden, Piper & Townsend gave their apologies (prior appointments)

RESOLVED: To accept the apologies for the reasons given

20069. DECLARATIONS OF INTEREST

None

20070. TO CONFIRM THE MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING HELD ON 13TH JANUARY 2019

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

20071. MATTERS OF REPORT FROM THE MINUTES

None

20072. CHAIRMAN'S COMMUNICATIONS

None

20073. PUBLIC PARTICIPATION

No members of the public present

20074. IMPLEMENTATION OF THE INTERIM INTERNAL AUDIT

Details of the audit were circulated prior to the meeting. The Clerk explained the items on the report and how all the necessary steps will have been taken by the close of the meeting.

RESOLVED: To note the Interim Internal Audit report and how the recommendations will be implemented

20075. ANNUAL REVIEW OF THE COUNCIL'S STANDING ORDERS

A report on the status of the Council's Standing Orders with a recommendation to correct an error in item 35(c) was circulated prior to the meeting

RESOLVED: To approve and adopt the Council's existing Standing Orders with the recommended change

20076. ANNUAL REVIEW OF THE COUNCIL'S FINANCIAL REGULATIONS

An annotated copy of the Council's existing Financial Regulations were circulated prior to the meeting - annotated to reflect changes in the 2019 edition of the NALC Model Financial Regulations.

The changes were minor except one to paragraph 6.20 recommended by the Internal Auditor.

RESOLVED: To approve and adopt the draft Financial Regulations as circulated

20077. ANNUAL REVIEW OF THE COUNCIL'S FINANCIAL RISK ASSESSMENT AND HEALTH & SAFETY POLICY

The Deputy Clerk explained that no changes were recommended to the Council's Financial Risk Assessment or the Health & Safety Policy.

The Deputy Clerk explained how individual risk assessments were carried out for specific tasks done by the ground staff, for example. The individual risk assessments were reviewed by the Committee as part of a rolling programme.

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

20078. ANNUAL REVIEW OF THE WORK OF THE INTERNAL AUDITOR

A report of the work of the Internal Auditor and how this related to the Council's obligations in the Annual Governance Statement in the Annual Governance & Accountability Return (AGAR) was circulated prior to the meeting.

RESOLVED: (i) To note the satisfactory performance of the internal auditor
(ii) That the Council was compliant with proper practice as defined in "Governance & Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices" in relation to assertion 6 in Section 1 of the AGAR

20079. POLICY REVIEW

1) Safeguarding Policy

The Chairman noted that safeguarding had been extended to include vulnerable adults as well as children. Individual risk assessments (see above) would be checked to ensure proper consideration is given to vulnerable adults e.g. if they should be involved in the work of the Friends of Millennium Wood

2) Environment Policy

The policy circulated prior to the meeting was developed by the Allotment & Environment Committee and is recommended for adoption.

RESOLVED: To approve and adopt the Safeguarding and the Environment Policy as circulated

20080. EXCLUSION OF PUBLIC & PRESS

RESOLVED: To exclude members of the press and public from the meeting for consideration of the following items for the reasons given in the motion

20081. PARKING ON TRING MARKET PLACE

A proposal from Tring School to hire the Market Place for staff car parking during building work was considered.

- RESOLVED:** (i) To accept the proposal and for the Clerk to formalise the agreement
(ii) To have the Market Place white lined in accordance with the plan prepared for the planning application

The meeting ended at 8:43p.m.

Chairman