



**COLNBROOK WITH POYLE PARISH COUNCIL**  
**Parish Council Finance & Policy Committee Meeting Minutes**

**Minutes of the meeting of the Parish Council Finance & Policy Committee held at Colnbrook Village Hall on Tuesday 14<sup>th</sup> September 2021.**

Members Present: Councillors (Cllr) Escott (In the Chair), John and Smith,  
*Cllr Richardson arrived at 8.03pm*

Officer Present: Mr Richard Endacott, Locum Clerk

Members of the Public:

REF:	
FP/21/27	<b>Welcome</b> In the absence of a Chair and Vice Chair, it was agreed that Cllr Escott would chair the meeting
FP/21/28	<b>Apologies for Absence</b> Cllr Small
FP/21/29	<b>Declaration of Interest</b> There were no declarations of interest.
FP/01/30	<b>Minutes of the meeting July 13<sup>th</sup> 2021</b> Approved
FP/01/31	<b>Matter Arising</b> Clarification from Cllr John about donation to Pippins School, request to take a cheque personally to the school.
FP/01/32	<b>To review Payment list 4 as distributed by Cllr Escott</b> Approved for payment
FP/01/33	<b>To review Payment list 5 as distributed by Cllr Escott</b> Approved for payment
FP/01/34	<b>To review any costs arising from Services Meeting</b> Request for the Willow Tree to be pruned in the recreation ground.
FP/01/35	<b>Review and agree model Financial Regulations (as amended) for recommendation to Full PC</b> Document originated from NALC; changes are minimal - just filling in brackets as required by the document to tailor to our Council Can the Clerk and RFO produce an original and amended document to allow councillors to track the changes ahead of Full Council? Not sufficient time to review and therefore Cllr Smith / Cllr John would like more time before they can agree.
FP/01/36	<b>Review and agree model Standing Orders (as amended) for recommendation</b> Document originated from NALC; changes are minimal such as names of committees. Can the Clerk and RFO produce an original and amended document to allow councillors to track the changes ahead of Full Council? Not sufficient time to review and therefore Cllr Smith / Cllr John would like more time before they can agree.

FP/01/37	<b>To discuss and agree in principle the purchase of a financial system to support better financial accounting and review</b> Agreed in principle, purchase subject to costs and agreement by full council
FP/01/38	<b>To discuss our banking provider</b> and the requirement for a change Co-operative bank has been less than effective. RFO to look at options. Consider how the money in the bank can the reserves be used for growth.
FP/01/39	<b>To agree in principle a new email address for Deputy Clerk</b> Agreed and has gone live.
FP/01/40	<b>Questions and Correspondence to the Chair</b> Can the Code of Conduct be addressed as a matter of urgency? Agreed by the Chair

The meeting closed at 8.30pm.

Signed----- Chair

Date:

DRAFT