

ST CLEER PARISH COUNCIL

DRAFT Minutes of the XO Finance and General Purposes committee meeting of the Parish Council held on 15.01.25, at 7pm at The Sports Pavilion, Sports Field, St Cleer.

Drafted 17.01.25

Minutes drafted by Clerk Katie-Marie Goodwright

Agenda points are in black and minutes are in [blue](#)

Reference	Item
XO15.01.25-01	Persons Present/Apologies To note persons, present and receive apologies for absence. Minutes: Apologies received: Cllr Pearce - away Present: Cllr Prinn, Smith, Harbord, Piper
XO15.01.25-02	Receive any Declarations of Interest from Members/Dispensations a. Disclosable pecuniary interests b. Non-registrable interests c. Declarations of gifts d. Applications for dispensations Minutes: none
XO15.01.25-03	Review and accept previous F&GP committee meeting minutes Minutes: Cllr Harbord proposed accept minutes with a change of wording to minute ref 20.11.24-3 from 'full council' to 'Finance and general purpose committee' Seconded by Cllr Piper CARRIED
XO15.01.25-04	Review the asset register in line with upcoming insurance renewal requirements to recommend to full council - review in 1 year Minutes: Cllr Prinn proposed to recommend the asset register to the full council. Seconded by Cllr Piper CARRIED
XO15.01.25-05	Review the Freedom of Information and Publication scheme policy, to recommend to full council - review in 2 years Minutes: Cllr Harbord proposed to recommend the Freedom of Information and Publication scheme policy to the full council. Seconded by Cllr Piper CARRIED

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Reference	Item
XO15.01.25-06	<p>Review the Internal Controls policy to recommend to full council</p> <ul style="list-style-type: none"> - review in 2 years <p>Minutes: <u>Cllr Harbord proposed to recommend the Internal Controls policy to the full council. Seconded by Cllr Piper</u> <u>CARRIED</u></p>
XO15.01.25-07	<p>Review the Declaring Interests and Dispensations policy, to recommend to full council</p> <ul style="list-style-type: none"> - review in 2 years <p>Minutes: <u>Cllr Prinn proposed to add the dispensation form template to the policy, and recommend it to the full council. Seconded by Cllr Piper</u> <u>CARRIED</u></p>
XO15.01.25-08	<p>Review the Policy for dealing with abusive, persistent and vexatious matters, to recommend to full council</p> <ul style="list-style-type: none"> - review in 2 years <p>Minutes: <u>Cllr Prinn proposed to recommend the Policy for dealing with abusive, persistent and vexatious matters to the full council. Seconded by Cllr Smith</u> <u>CARRIED</u></p>
XO15.01.25-09	<p>Review the Lone working Policy, to recommend to full council</p> <ul style="list-style-type: none"> - review in 2 years <p>Minutes:</p> <ul style="list-style-type: none"> - Discussed to remove the RA in the policy, and replace with more comprehensive one within 3 months - Agreed to add additional information about buddy system <p><u>Cllr Harbord proposed to recommend the Lone working policy to the full council but to remove the RA, add detail about a buddy system, and apply a 3 month review. Seconded by Cllr Prinn</u> <u>CARRIED</u></p> <p>19.54 Cllr Piper Left the meeting - did not return</p>
XO15.01.25-10	<p>Review the Transparency code Policy, to recommend to full council</p> <ul style="list-style-type: none"> - review in 2 years <p>Minutes: <u>Cllr Harbord proposed to recommend the Transparency code Policy, with a change to the data protection date, to the full council</u> <u>Seconded by Cllr Smith</u> <u>CARRIED</u></p>
XO15.01.25-11	<p>Date of next meeting: 12th Feb</p> <p>20.05 meeting end</p>

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Reference	Item
XO15.01.25-12	Items suggested for future agendas:

Signed by: Signed:

Date:

Ratified by council on:

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