

STOWUPLAND PARISH COUNCIL

Minutes of the Finance and Policy Meeting held on 24 July 2019 in the Village Hall

Councillor's Present: Philip Deal, Laura Johnson (Chair), Ray Studd and Jerry Voden

In Attendance: Claire Pizzey (Clerk)

1. **To receive and consider apologies for absence (in accordance with Schedule 12 of the Local Government Act 1972:** Cllr Keith Welham. The members noted the apologies.
2. **To receive declarations of interest in accordance with the Council's Code of Conduct for the items on the agenda:** Cllr Voden in item 13 as a member of the Telstar committee.
3. **To consider any written requests for dispensations:** No requests for dispensations were received.
4. **To consider and approve the minutes of the previous Finance and Policy meeting of May 30 2019 as a true record:** Cllr Studd proposed to accept the minutes of the meeting of May 30 as a true record of the meeting and decisions made. Seconded by Cllr Deal with all in favour the Chairman signed and dated all pages.
5. **Matters of report:** Nothing to report.
6. **Public Forum:** None.
7. **To review the audit plan:** The audit plan was reviewed and the committee recommended that no changes are made.
8. **To review the budget review to 30.06.19:** The committee reviewed the quarterly budget and no changes were made.
9. **To review the reserves to 30.06.19:** The committee reviewed the reserves and no changes were made.
10. **To agree the Bank reconciliation to 30.06.19:** The committee confirmed receipt of the Bank Reconciliation that had been agreed and authorised by Cllr Studd. No further action to be taken.
11. **To discuss and agree any action over complying with the FSCS scheme to protect £85K in any one bank:** The clerk reported that the Parish Council still has over £85k in Barclays Bank and the limit has been reached for this amount in the Nationwide 95day saver account. Cllr Studd made a recommendation that another Instant Saver Bank Account is opened to comply with the FSCS Scheme. Cllr Deal seconded and all were in favour.

- 12. To receive an update on GDPR:** The committee confirmed receipt of the Clerks report on the update for GDPR and agreed that the Parish Council are now compliant with the regulation. The next review will be July 2020.
- 13. To agree the draft Security Incident Response Policy:** The committee discussed the Security Incident Response Policy. Cllr Johnson made a recommendation to adopt the policy. Cllr Deal seconded and all were in favour.
- 14. To discuss and agree any action in relation to the grant agreed for the Parish Magazine for 2019-20 following their decision to drop to 10 editions a year:** The committee discussed the change to the number of copies of Telstar published. Cllr Studd proposed that the 19-20 grant remains at £4000 and the Parish Council to contact the Telstar committee to ask them to allow for this in next year's grant application. Cllr Deal seconded and all were in favour. Cllr Voden abstained.
- 15. To discuss the end of the grass cutting contract and decide action:** Cllrs Deal and Welham had agreed prior to the meeting to meet to consider a specification for a new mowing contract. Cllr Studd advised that the members will need to look at what is currently being cut in the schedule and what actually should be cut following the information that has been latest HM Land Registry current title plan that has been acquired. Cllrs Deal and Welham to write a specification and report back to the F&P meeting.
- 16. Any other business:** None.
- 17. Date of next meeting:** Members were asked to note that the next meeting will be Thursday 26 September 2019.

The meeting was closed at 19.48 hours