

## NEWICK PARISH COUNCIL

**MINUTES** of the Meeting of Newick Parish Council Finance and General Purposes (F&GP) Committee held at Newick Sports Pavilion, King George V Playing Field, Allington Road, Newick, on Tuesday 10<sup>th</sup> December 2019 at 7.47 p.m.

**Present:** Councillors: B Hodge, K Tibbs, B Whitlock & T Whitlock

**In Attendance:** Mrs. E Reece (Clerk)  
An audio recording was made of the meeting

1. **Apologies for Absence** – received from Cllrs. Armitage, Deacon and D Marchant.
2. **Disclosure by Members of personal interest in matters on the agenda, the nature of any interest and whether the Member regards the interest as prejudicial under the terms of the Code of Conduct** – No disclosures were made
3. **Questions or Statements by Members of the Public**  
There were no questions or statements from members of the public.
4. **Review of Statement of Performance against budget as at end November 2019** – The performance against budget was reviewed with no notable issues. The interest on the Cambridge & Counties account was discussed. The CPRE subscription was discussed as the Clerk has recently received advice from SSALC regarding the Parish Council's membership. It was agreed that this would be added to the Parish Council agenda in January and the Clerk would summarise the advice received.
5. **To receive the Internal Audit report from Peter Frost 19th November 2019** – the internal audit was reviewed, and it was agreed to investigate options of extending insurance to include key person cover and increasing fidelity cover. It was agreed to add both to the January Parish Council agenda.
6. **Update on Barclays access** – The Clerk reported that the Parish Council now has access to the Barclays account, and it was agreed that the final balance of the net proceeds of the land sale can now be transferred to the CCLA PSDF – Clerk to action.
7. **CIL report** – The Clerk confirmed that the annual CIL report had been completed and added to the PC website.
8. **Policies and procedures to be reviewed/updated;**
  - Council Code of conduct – The LDC newest version was circulated prior to the meeting. It was agreed that all committee members would look at this document and come to the next F&GP with any proposed changes
  - Risk Management policy – It was agreed that the Clerk would send the latest risk assessment template and the SSALC model policy to Cllr. Hodge to ensure the correct procedure is in place for completing Risk Assessments. It was agreed that it would be reviewed again at the next F&GP meeting.
  - Illegal Working policy – This policy was agreed reviewed with one small addition – to be considered at next full Council meeting.
  - Bullying and Harassment at Work policy – It was agreed to make no amendments to the draft and to recommend the policy to the full Council
9. Items for the next agenda

- Code of Conduct
- Risk Management Policy

The Meeting Closed at 8.12 p.m.

**Signed**.....**Dated**.....

The Clerk: Mrs E Reece, 1 Paynters Way, Newick, BN8 4PH  
Tel. 07521 511643 Email [newickpc@newick.net](mailto:newickpc@newick.net)