

**MINUTES OF THE FINANCE MEETING OF ECKINGTON PARISH COUNCIL HELD VIRTUALLY  
ON MONDAY 18 JULY 2022**

**PRESENT** Councillor Tagg (Chairman)

Councillors: Archer and Renwick

Others – E Smith (Clerk)

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**185/22 ELECTION OF CHAIRMAN**

**RESOLVED** Cllr Tagg was elected as Chairman

**186/22 ELECTION OF VICE-CHAIRMAN**

**RESOLVED** Cllr Kenyon was elected as Vice-Chairman

**187/22 APOLOGIES FOR ABSENCE**

Cllr Boyer, Kenyon and Tite

**188/22 VARIATION OF ORDER OF BUSINESS**

No variations

**189/22 DECLARATIONS OF MEMBERS INTERESTS**

No declarations of members interests

**190/22 MINUTES OF THE FINANCE MEETING**

**RESOLVED** received and approved as a true record Minutes 161/21 – 184/21 of the Finance Meeting held on 7 March 2022.

**191/22 COMMUNITY ENGAGEMENT STRATGEY**

**RECOMMEND** for approval at the September 2022 Full Council meeting with the following amendments:

Objectives to improve the quality and delivery of services

Parish Notice Boards change District to Parish Council surgery dates

Take out Eckington Library

**192/22 CONFIDENTIALITY POLICY**

**RECOMMEND** for approval at the September 2022 Full Council meeting.

**193/22 GENERAL DATA PROTECTION POLICY**

**RECOMMEND** for approval at the September 2022 Full Council meeting with the deletion of It will also be reviewed annually in line with other parish policies.

**194/22 DEBT MANAGEMENT POLICY**

**RECOMMEND** for approval at the September 2022 Full Council meeting with the amendment of regular hirers of the Civic Centre will be invoiced monthly not quarterly. To include in the table Renishaw and Spinkhill invoices.

**195/22 ENVIRONMENTAL POLICY**

**RECOMMEND** for approval at the September 2022 Full Council meeting.

**196/22 EQUALITY AND DIVERSITY POLICY**

**RECOMMEND** that the NALC approved policy is approved at the September 2022 Full Council meeting.

**197/22 FREEDOM OF INFORMATION POLICY**

**RECOMMEND** for approval at the September 2022 Full Council meeting.

**198/22 HEALTH AND SAFETY POLICY**

**RECOMMEND** for approval at the September 2022 Full Council meeting. To include under the All employees and volunteers section that adequate Personal protective

equipment for the work undertaken will be supplied by the Council and used by the employee or volunteer. The Getting to grips with manual changed to the current manual of Manual Handling at Work.

**199/22 INCLUSION POLICY**

**RECOMMEND** for approval at the September 2022 Full Council meeting.

**200/22 INTERNAL CONTROL PROCEDURE AND CHECKLIST**

**RECOMMEND** for approval at the September 2022 Full Council meeting.

**201/22 INTERNET POLICY AND PROCEDURE**

**RECOMMEND** for approval at the September 2022 Full Council meeting.

**202/22 LONE WORKING POLICY**

**RESOLVED** for approval at the September 2022 Full Council meeting.

**203/22 MEDIA RELATIONS POLICY**

**RESOLVED** that the Media Consultant looks at the policy prior to bringing it back to the Finance Working Party for recommendation.

**204/22 OVERTIME POLICY**

**RECOMMEND** for approval at the September 2022 Full Council meeting with the following amendments:

Remove pay when working overtime and replace with Employees will receive a payment at their normal hourly rate for additional hours worked once overtime has been approved and signed by their line manager.

All additional hours accrued can be taken later will be changed to all additional hours accrued will be taken within 1 month of accruing.

**205/22 SAFEGUARDING CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS POLICY**

**RECOMMEND** for approval at the September 2022 Full Council meeting.

**206/22 SAVINGS AND INVESTMENT POLICY**

**RESOLVED** for approval at the September 2022 Full Council meeting. Clerk to enquire with current bank accounts regarding the most competitive interest rate.

**207/22 SOCIAL MEDIA POLICY**

**RESOLVED** for approval at the September 2022 Full Council meeting.

**208/22 STAFF APPRAISAL POLICY**

**RESOLVED** for approval at the September 2022 Full Council meeting with the amendment of Personnel Committee to Staff Working Party.

**209/22 TRAINING POLICY**

**RESOLVED** for approval at the September 2022 Full Council meeting.

**210/22 WHISTLE BLOWING POLICY AND PROCEDURE**

**RESOLVED** for approval at the September 2022 Full Council meeting.

**211/22 OUTSTANDING DEBT FROM HALL HIRER AT RENISHAW AND SPINKHILL CH**

**RESOLVED** to send a legal letter for repayment of debt outstanding.

**212/22 CAMBRIDGE AND COUNTIES BANK SIGNATORIES**

**RESOLVED** to remove the treasurer and Cllr Harper from the account and add Cllr Renwick and Archer.

**213/22 LLOYDS BANK SIGNATORIES**

**RESOLVED** to add Cllr Tagg, Allan and Kenyon to the account.

**214/22 ANNUAL MILEAGE OF THE PARISH COUNCIL VEHICLE**

39,177

**RESOLVED** Noted

The Meeting closed at 10.47am

Signed .....

Chairman

Date 24 October 2022