TownClerk@Eastleigh-TC.gov.uk

MINUTES OF THE POLICY & FINANCE COMMITTEE MEETING OF EASTLEIGH TOWN COUNCIL HELD ON WEDNESDAY 7 AUGUST 2024 AT 7 PM AT THE CABLEWORKS BUILDING, TINNING WAY, EASTLEIGH

Those Present: Cllr Peter Barrett, Cllr Gaz Richardson, Cllr Margaret Ashton, Cllr Steve Phillips Cllr T Park

In Attendance: R Davies - Town Clerk
N Barfield – Assistant Town Clerk

RESOLVED: That Cllr Gaz Richardson chairs the meeting in the absence of the Chair and Vice Chair.

12 / 24 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from:

Cllr Alex Clifton (Chair), Cllr Eileen Marks (Vice Chair), Cllr J Constable, and Cllr P Bicknell.

13 / 24 REGISTER OF INTERESTS AND DISPENSATIONS

There were no declarations of interest for items on the agenda.

14 / 24 MINUTES OF THE LAST MEETINGS

RESOLVED: That the minutes of the last meeting held on the 12 June 2024 are a true record of the meeting and were duly signed by the Chair.

15 / 24 PUBLIC PARTICIPATION

There were no members of the public present or questions raised in advance of the meeting.

16 / 24 FINANCE REPORTS

- The committee received an update from the RFO on the status of the SCRIBE account migration and the commitment that the accounts from the last 3 years will be available for review and training during September
- The number of transactions relating to the allotments has been a significant element of the delay, but is now completed

17 / 24 GRANTS AND SPONSORSHIP

The committee received and noted the Sponsorship Policy as approved by Council 26 June 2024 and proposed an amendment.

RESOLVED: That the Sponsorship Policy be amended to include the wording under the section detailing with whom the council will not consider sponsorship agreements with

"Organisations who do not have inclusive policies in line with those of the Council."

18 / 24 INTERNAL AUDIT

The committee received and reviewed the Annual Internal Audit 2023 24 actions and noted that all actions were either completed or in the process ahead of schedule.

19 / 24 PREVIOUS BUSINESS WITH ACTIONS

19 / 24 / 1 The committee reviewed the amended Risk Register

RESOLVED: That the Risk Register is approved as proposed.

19 / 24 / 2 The committee received and reviewed the proposed NALC Financial Regulations.

RESOLVED: That the Financial Regulations are approved as proposed.

19 / 24 / 3 The committee noted the revised Budget to include the approved allocation of costs for the Allotments and the resulting reserves figures

19 / 24 / 4 The committee noted the folder of draft policies to be reviewed and amended for adoption

RESOLVED: That a working group is formed to review these and make proposals to the Policy and Finance Committee

ACTION: That the Town Clerk emails and involves all committee members to form a group of 3 or 4 members

19 / 24 / 5 The committee received and reviewed for approval the revised quotation for council owned devices and noted the training that had been arranged for council.

RESOLVED: That the quotation as provided was approved and that the councillors would be invited to choose the device prior to and post the training in September.

20 / 24 DATE OF NEXT MEETING

To review the date of the next meeting scheduled for the 9 October 2024

The meeting closed at 8 pm

Signed as a true record of the meeting:

Chair _____

Date _____