

REPORT OF THE POLICY & RESOURCES COMMITTEE MEETING 1st APRIL 2014

MEMBERSHIP & ATTENDANCE

- Chairman:** * **R Khiroya**
- Councillors:** * **T Edwards**
* **Mrs M Jarrett**
* **R Kipps**
* **F Mahon-Daly**
* **Mrs L Sutherland**
* **Mrs J White**
* **Mrs J Worrall**

*Denotes members present

13/48 APOLOGIES FOR ABSENCE

There were no apologies for absence

13/49 DECLARATIONS OF INTEREST

There were no declarations of interest.

13/50 APPROVAL OF MINUTES

The Committee

RESOLVED

That the minutes of the meeting dated 28th January 2014 be approved as a true and correct record.

13/51 MATTERS ARISING FROM THE MINUTES

Recommendation 1 Precept 2014/15

Members felt that clarification was needed to explain the difference in the figures provided by TRDC and those of the Parish Council. The Precept for 2013/14 was £345,000 which included the Housing Revenue Grant, this was not reported in the statement from TRDC hence the difference in the percentage figures. A full explanation was to appear in Chorleywood Matters and on the Parish website.

13/44 Armed Forces Week

It was noted that the Parish Council were in negotiations with the Royal British Legion and Chorleywood Bookshop to do something to commemorate the start of the WW1 on the weekend of 2nd and 3rd August 2014. The War Memorial Hall had been provisionally booked for this purpose.

13/52 FINANCIAL COMPARISON STATEMENT 2013/14

The Committee

RESOLVED

To note the report

13/53 HR AND H&S CONTRACT

The Committee

RESOLVED

That this item would be referred to Full Council when more information would be available

This was proposed by the Chairman and unanimously approved.

13/54 QUARTERLY CASHBOOK REPORT

The Clerk advised that she had received communication from National Savings and Investments stating that the Parish Council had opened an account in 1988 investing £2500, the account currently had a balance of £3929.99. Paperwork had been received to change the signatories, and this would be done after the election.

She also confirmed that she had received advice about the Councils investment portfolio but again as it was likely that new accounts may be opened any changes were to be deferred to the new council.

The Committee

RESOLVED

To note the report

13/55 TO REVIEW THE EFFECTIVENESS OF THE INTERNAL AUDIT

Members considered the detail within

The Account and Audit Regulations (SI 2006 no. 564) requires that all local councils review the effectiveness of the internal audit on an annual basis.

To ensure that the Parish Council can discharge this responsibility this committee needs to review

1. The Scope of the internal audit
Reports presented to the Council were comprehensive and covered all aspects of the Councils functions.
2. Independence
The Company is independent from the Council.
3. Competence
All Auditors are professionally trained.
4. Relationships
The Company employs a number of Auditors and therefore a number of different personnel carry out the audits.
5. Audit planning and reporting.
The reports are comprehensive and Audit planning covers all aspects of the Councils functions.

The Committee

Therefore RESOLVED

To Re-appoint RBS Auditing Solutions for the 2014/15 financial year.

This was proposed by Cllr Mahon-Daly, seconded by Cllr Mrs Worrall and unanimously approved.

13/56 RISK MANAGEMENT REPORT

Members considered all aspects of the Risk Management and were satisfied that the Parish has the right processes in place.

The Committee
RESOLVED
To note the report

13/57 REPEAL OF s.150(5) OF THE LGA 1972 – IMPLEMENTATION (ENGLAND)

Members considered the details within the legislation and agreed that this would be a progressive way forward. However there were a number of things that needed to be investigated prior to a decision being made.

The Committee
RESOLVED
That Officers investigate what the Bank had to offer and to check the audit requirement and report back to the new Council for further consideration.

This was proposed by Cllr Mrs Worrall, seconded by Cllr Edwards and unanimously approved.

13/58 CI/LCA UPDATE

The Clerk advised that she had attended her first training session and had completed seven of the 25 modules required to complete the qualification.

The Members were informed of the Learning Agreement which enabled the Council to support the Clerk in her studies.

The Committee
RESOLVED
To support the Learning Agreement between HAPTC, the Clerk and the Parish Council to enable the Clerk to attain her Ci/LCA qualification.

This was proposed by Cllr Mrs Sutherland, seconded by Cllr Mrs Jarrett and unanimously approved.

13/59 CALENDAR OF MEETINGS

There was discussion with the regard to the frequency of planning meetings over the New Year period. However it was agreed to leave both the December and January dates on the calendar and these could be reviewed nearer the time.

The Committee
RESOLVED
To approve the Calendar of Meetings for 2014/15

This was proposed by Cllr Mrs Worrall, seconded by Cllr Mrs White and unanimously approved.

13/60 CLOSURE

Before closing the meeting the Chairman thanked the committee for the hard work and support over the past year. He also wished to formally thank Cllr Mrs Jarrett for her many years of service to the Parish Council and Community. He wished her well for the future.

The meeting having started at 8.00 pm, finished at 8.56 pm

These minutes have been checked by the Chairman.

Signatureagreed via email Cllr Mrs Sutherland..... Date...2.4.14.....

These minutes were agreed as a true and correct record at the Policy & Resources meeting and signed by the Chairman.

Signature Date