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| **14 March 2022 at 19.00** |

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| **Members of the Council present:**Cllrs J Baker, A Cecil, I Hamilton, C Oliver (Chairman), D Thompson and J Weaver The Clerk |

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| **Members of the Public present:**None |

| **ITEM NUMBER** | **ITEM TOPIC** | **DECISION** |
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| **FGP01/03/22** | **APOLOGIES FOR ABSENCE** |  |
|  | There were no apologies for absence. | Noted |
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| **FGP02/03/22** | **DECLARATION OF INTEREST** |  |
|  | Councillors did not take part in any discussions involving their declaration of interests below:Councillor Interest J Baker NoneL Casey NoneA Cecil Member of Hazlemere Community CentreF Doonican NoneP Fleming Trustee and Governor at Sir William Ramsay SchoolE Gemmell NoneI Hamilton NoneJ Horton Member of Hazlemere Sports Association, Hazlemere Football Club and Trustee for Hazlemere Memorial Hall C Oliver Member of Hazlemere Sports Association P Ruffles NoneD Thompson Member of Hazlemere Fete Committee and Wycombe Sound RadioJ Weaver Member of Hazlemere Gardening Association, Chiltern Society and Grange Area Trust | Noted |
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| **FGP03/03/22** | **PUBLIC SESSION** |  |
|  | There was no public participation. | Noted |
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| **FGP04/03/22** | **APPROVAL OF MINUTES FROM FINANCE AND GENERAL PURPOSES COMMITTEE MEETING 28 OCTOBER 2021** |  |
|  | **Minutes of the Finance and General Purposes Committee on 28 October 2021 be resolved and approved.**  | Approved |
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| **FGP05/03/22** | **REVIEW FINANCE AND GENERAL PURPOSES COMMITTEE TERMS OF REFERENCE** |  |
|  | **It was resolved that Finance and General Purposes Committee Terms of Reference be approved, with the recommended changes. This Committee will be called Finance and Governance Committee in the future.** | Approved |
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| **FGP06/03/22** | **5 YEAR FINANCIAL PLAN** |  |
|  | **It was resolved that the 5 year plan be considered at the next Finance and Governance Committee Meeting on 20 June 2022.** | Approved |
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| **FGP07/03/22** | **COST OF RUNNING CEDAR BARN COMPLEX HALLS** |  |
|  | **It was resolved that:*** **the report be accepted;**
* **a further report be prepared for the next Finance and Governance Committee on 20 June 2022 to show the costs for 2021/22;**
* **at the next Finance and Governance Committee to discuss Risk Management; and**
* **a further report be produced for the cost of running the Parish Council for 2022.**
 | Approved |
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| **FGP08/03/22** | **REVIEW FINANCIAL REGULATIONS IN CONJUNCTION WITH THE SCHEME OF DELEGATION** |  |
|  | **It was resolved that the relevant changes be processed and taken to 5 April 2022 Full Council meeting for approval.** | **Approved** |
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| **FGP09/03/22** | **REVIEW COMMUNITY EMERGENCY PLAN** |  |
|  | **It was resolved that Councillors J Baker and L Casey be asked to bring this plan back to the next Finance and Governance Committee on 20 June 2022.** | Approved |
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| **FGP10/03/22** | **REVIEW POLICIES** |  |
|  | **It was resolved that:**1. **Advertising**

**This policy be approved and reviewed in 2024, changing reference from Wycombe District Council to Buckinghamshire Council.**1. **Bus Shelter**

**This policy be approved and reviewed in 2024.**1. **Child Protection**

**This policy needs to be reviewed for the next Finance and General Purposes Committee meeting.**1. **Closed Churchyard**

**This policy to be amalgamated with The Memorial Safety Policy.**1. **Co-option**

**This policy has been updated at Full Council 6 December 2021, the updated policy is on the website.**1. **Complaints Procedure**

**All complaints need to be logged, this needs to be amended by The Clerk in the policy; a decision needs to be taken on who reviews the complaints and what the Parish Council’s role is.**1. **Contracts**

**This policy is to be deleted.**1. **Data Protection**

**This policy to be amalgamated with the Privacy Policy and taken to next Finance and Governance Committee Meeting on 20 June 2022.**1. **Email and Internet**

**This policy be approved and reviewed in 2024.**1. **Fire Assessment Policy**

**This policy be considered by Councillor I Hamilton as part of the Risk Management Policy.**1. **Footway Lights**

**This policy is to be circulated to Councillors to ascertain if any changes need to be made, including procedure for dangerous footway lights.**1. **Graffiti**

**This policy be approved and reviewed in 2024.**1. **Grants and Donations**

**This policy be approved and reviewed in 2024.**1. **Local Government Transparency**

**This policy be approved and reviewed in 2024.**1. **Memorial Safety**

**This policy to be amalgamated with The Closed Churchyard Policy.**1. **Noticeboard**

**This policy be approved and reviewed in 2024.**1. **Permit**

**This policy needs to be updated to reflect the permit policy for the Queen’s Jubilee.**1. **Petty Cash**

**This policy is to be deleted as it is covered in the Financial Regulations.**1. **Privacy**

**This policy to be amalgamated with the Data Protection Policy and taken to next Finance and Governance Committee Meeting on 20 June 2022.**1. **Public Land**

**This policy needs updating and replacing Wycombe District Council with Buckinghamshire Council.**1. **Retention and Disposal**

**This policy be approved and reviewed in 2024.**1. **Street naming**

**This policy is to be deleted as it is the responsibility of Buckinghamshire Council.**1. **Training for Councillors and Employees**

**This policy be approved and reviewed in 2024.**1. **Tree**

**This policy be approved and reviewed in 2024.**1. **Website Advertising & Website (New Social Media/Media Policy)**

**These policies to be amalgamated by Councillors J Baker and P Flemming for Full Council consideration on 5 April 2022.** 1. **Working Party SSEN Funding**

**This policy is to be deleted.** | Approved |
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* **The meeting finished at 20.55**
* **The next Full Council Meeting is on Tuesday 5 April 2022**
* **The next Finance and General Purposes Committee Meeting is on 20 June 2022 at 19.00**