

**MINUTES OF THE FINANCE MEETING OF ECKINGTON PARISH COUNCIL HELD VIRTUALLY
ON TUESDAY 16 JULY 2024**

PRESENT Councillor Musson (Chairman)

Councillors: Archer, J Kenyon and Renwick

Others – E Smith (Clerk) and R Hill (Civic Centre and Cemetery Manager)

Table of Contents

308/24 ELECTION OF CHAIRMAN	2
309/24 ELECTION OF VICE - CHAIRMAN	2
310/24 APOLOGIES FOR ABSENCE	2
311/24 VARIATION OF ORDER OF BUSINESS	2
312/24 DECLARATIONS OF MEMBERS INTERESTS	2
313/24 MINUTES OF THE FINANCE MEETING	2
314/24 UTILITY CONTRACTS	2
315/24 FREEDOM OF INFORMATION	2
316/24 COMMUNITY ENGAGEMENT STRATEGY	2
317/24 COMPLAINTS PROCEDURE	2
318/24 DISCIPLINARY AND GRIEVANCE	2
319/24 DISCIPLINARY AND GRIEVANCE FLOW CHART	2
320/24 STREET FURNITURE	2
321/24 MARKET POLICY	2
322/24 INTERNAL CONTROL	2
323/24 TRAINING	2
324/24 HEALTH AND SAFETY	3
325/24 DATA PROTECTION POLICY	3
326/24 MEDIA RELATIONS	3
327/24 ENVIRONMENTAL	3
328/24 INTERNET POLICY	3
329/24 LONE WORKING POLICY	3
330/24 SAFEGUARDING	3
331/24 VOLUNTEER POLICY	3
332/24 CIVIC CENTRE ACCOUNTS	3
333/24 WORLDPAY ACCOUNT ISSUE	3
334/24 CHANGE OF CARD MACHINE PROVIDER TO DOJO	3
335/24 BANK SUMMARY BALANCES AT 30 JUNE 2024	3
336/24 CITIZENS ADVICE STAKEHOLDER REPORT	3
337/24 SOLAR PANELS AT RENISHAW AND SPINKHILL COMMUNITY HALL	3

- 308/24 ELECTION OF CHAIRMAN**
RESOLVED appointed Cllr Musson
- 309/24 ELECTION OF VICE - CHAIRMAN**
RESOLVED appointed Cllr J Kenyon
- 310/24 APOLOGIES FOR ABSENCE**
Cllr Jackson
- 311/24 VARIATION OF ORDER OF BUSINESS**
No variations
- 312/24 DECLARATIONS OF MEMBERS INTERESTS**
No declarations of members interests
- 313/24 MINUTES OF THE FINANCE MEETING**
RESOLVED received and approved as a true record Minutes 284/24 – 307/24 of the Finance Meeting held on 30 April 2024.
- 314/24 UTILITY CONTRACTS**
Clerk has now moved all utility contracts to Octopus Energy.
RESOLVED noted
- 315/24 FREEDOM OF INFORMATION**
RECOMMEND no amendments to approve at Full Council.
- 316/24 COMMUNITY ENGAGEMENT STRATEGY**
RECOMMEND no amendments to approve at Full Council.
- 317/24 COMPLAINTS PROCEDURE**
RECOMMEND no amendments to approve at Full Council.
- 318/24 DISCIPLINARY AND GRIEVANCE**
RECOMMEND no amendments to approve at Full Council.
- 319/24 DISCIPLINARY AND GRIEVANCE FLOW CHART**
RECOMMEND no amendments to approve at Full Council.
- 320/24 STREET FURNITURE**
RECOMMEND no amendments to approve at Full Council.
- 321/24 MARKET POLICY**
RECOMMEND no amendments to approve at Full Council.
- 322/24 INTERNAL CONTROL**
RECOMMEND no amendments to approve at Full Council.
- 323/24 TRAINING**
RECOMMEND no amendments to approve at Full Council.

324/24 HEALTH AND SAFETY

RECOMMEND no amendments to approve at Full Council.

325/24 DATA PROTECTION POLICY

RECOMMEND no amendments to approve at Full Council.

326/24 MEDIA RELATIONS

RECOMMEND no amendments to approve at Full Council.

327/24 ENVIRONMENTAL

RECOMMEND no amendments to approve at Full Council.

328/24 INTERNET POLICY

RECOMMEND no amendments to approve at Full Council.

329/24 LONE WORKING POLICY

RECOMMEND no amendments to approve at Full Council.

330/24 SAFEGUARDING

RECOMMEND no amendments to approve at Full Council.

331/24 VOLUNTEER POLICY

RECOMMEND no amendments to approve at Full Council.

332/24 CIVIC CENTRE ACCOUNTS

RESOLVED a sub group look at the Civic Centre accounts per event more closely consisting of the Finance Working Party and the Civic Centre Manager. Confirmed date and time – Monday 22 July 2024 at 10am.

333/24 WORLDPAY ACCOUNT ISSUE

Clerk reported that the Worldpay issue had now been resolved and all money has been released.

RESOLVED noted.

334/24 CHANGE OF CARD MACHINE PROVIDER TO DOJO

Civic Manager circulated the details regarding the Dojo contract.

RESOLVED noted.

335/24 BANK SUMMARY BALANCES AT 30 JUNE 2024

Unity Trust £179,109.06, Lloyds Bank £129,705.36, Lloyds 32 Day Savings account £270,973.43 and float cash held at £850.00.

RESOLVED noted.

336/24 CITIZENS ADVICE STAKEHOLDER REPORT

Clerk circulated the report received from Citizens Advice.

RESOLVED noted.

337/24 SOLAR PANELS AT RENISHAW AND SPINKHILL COMMUNITY HALL

Clerk circulated information regarding the Green Entrepreneur Funding application which requires match funding of £11,248.20 from the Parish Council.

RESOLVED not to continue with the application unless funding can be supplied from elsewhere. Deputy Clerk to write to Landmarks and enquire if they would match fund.

Deputy Clerk to enquire about Salix funding.

The Meeting closed at 10.40am

Signed
Chairman Date 15 October 2024