



Wing Parish Council
Minutes of the Finance, HR and Legal Committee Meeting held in the Committee Room, Village Hall, Wing
On Tuesday 9th April 2019 at 7.45pm.

Present: Councillors: Kellner (Chairman), Lomas, Hellgren-Derry, Tabiner- Crush, Jones, Duke and Clerk

F1904.01 Apologies for Absence – None

F1904.02 Declaration of Interests from Members on Agenda Items– None

F1904.03 Dispensations – None

F1904.04 Approval of previous minutes – The minutes of the previous meeting of the Finance, HR and Legal Committee held on the 9th April 2019 are a correct record and signed by the Chairman. **Resolved**

F1904.05 2018/2019 Accounts – The accounts were reviewed and the spend allocation was agreed. The ring-fenced reserves were reviewed and it was **resolved** to make a recommendation to the full Parish Council to increase the ring-fenced reserves by a total of £15,270 (Running Costs - £10,000, War Memorial - £500, Recreation Ground - £1,000, Legal and Professional Fees - £2,770 and Open Spaces - £1,000) taking the total ring-fenced reserves to £89,167.03.

F1904.06 Investment Policy – A few variations of investment policies and strategies were discussed but the Clerk was asked to arrange a meeting with the Investment company to find out all the options available before any decisions on an investment policy and strategy can be made and recommended to the full Council.

F1904.07 Review the roles of the Clerk and Deputy Clerk – The roles were reviewed and a few alterations between the roles were made regarding general information emails received and looking into automatic forwarding of regular weekly/monthly emails.

F1904.08 Resignation Letter – It was **resolved** to look at improving communications by asking the Communications working party to draft a Social Media Policy for the full Council to review.

F1904.09 Council Email Addresses – Setting up a new email system for all Councillors and employees was discussed and agreed for further research to be carried out.

F1904.10 Progress Staffing Issues – Due to the busy year, the Clerk had not taken the holiday allowance in 2018-19. It was **resolved** that the holiday would be carried over to 2019-20.

F1904.11 Items for the Next Committee Meeting Agenda - None

F1904.12 Date of Next Meeting – Wednesday 10th July 2019 at 7.45pm in the Committee Room, Wing Village Hall

Close of Meeting – 8.59pm

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