

# SAWBRIDGEWORTH TOWN COUNCIL

## FINANCE AND POLICY COMMITTEE

### Minutes

of the meeting of the Finance and Policy Committee held at the Chamber, Sayesbury Manor, Bell Street, Sawbridgeworth at 8pm on **Monday 11<sup>th</sup> April 2022**

#### Those present

Cllr Angela Alder  
Cllr Eric Buckmaster  
Cllr Ruth Buckmaster

Cllr David Royle  
Cllr Nathan Parsad

#### In attendance:

Christopher Hunt – RFO

#### F 21/24 APOLOGIES FOR ABSENCE

No absentees

#### F 21/25 DECLARATIONS OF INTEREST

There were no Declarations of Interest by Members

#### F 21/26 MINUTES

To approve as a correct record the minutes of the Finance and Policy Committee held on Monday 17th January 2022 (F03)  
*[prop Cllr N Parsad; secd Cllr R Buckmaster]*

#### F 21/27 STAFF MATTERS

To consider any matters relating to members of staff.

#### Updates:

- The Clerk informed members that the role for the second Ranger had been published and four applicants had responded.
- The bus drivers were all happy to cover each other's annual leave, ensuring continuity of the timetable.
- Staff appraisals have been completed for 2021-22

#### FINANCE MATTERS

#### F 21/28

- To receive, consider and approve management accounts for the twelve-month period to 31st March 2022.  
*[prop Cllr R Buckmaster; secd Cllr N Parsad]*
- The Clerk read from his report attached to the agenda papers highlighting any adverse variants and the reasons these have taken place.
- Further sponsors for the SawboBus were being explored

#### F 21/29 POLICY MATTERS

#### Updates:

- The Clerk explained that he was required to review The Town Council

policies annually and this had not been completed recently and throughout the forthcoming year he will be completing this process.

**F21/30 COMMUNICATION MATTERS**

- Cllr Royle raised how the Annual Town Meeting is arranged and it was agreed to review this nearer to the 2023 event to encourage more public attendance.
- Cllr R Buckmaster enquired when the market will be promoted and the Clerk stated there was a delay due to staff illness but it will be progressed.
- The Clerk stated he had arranged for the current website developers to review the current website due to issues when the site is accessed by a tablet or smartphone.

**F 21/31 ITEMS FOR FUTURE AGENDAS**

To consider any items for inclusion on future agendas.  
The Clerk raised the issue with the energy prices which are changing and rising every twenty-four hours. By allowing delegated powers to allow the Chair and the Clerk to agree to a new energy contract.  
*[prop Cllr A Alder; secd Cllr N Parsad, all in favour]*

Meeting Closed at 20.15