



Studley Parish Council Minutes of Finance & Staffing Committee Meeting held 28th March 2023, 7pm Council chamber, Studley Village Hall

Committee members present Cllr A Smith, Chairman
Cllr Jill Beard, Cllr Penny Hunt
Cllr Peter Hencher-Serafin.
Cllr Mike Osborne – ex officio

In attendance Liza Rose, Clerk/RFO.
Katharine Walters, Clerk.

F&S 22/109 Agenda item 1: Welcome from the Chairman.

The meeting started at 7pm with the Chairman welcoming everyone to the meeting.

F&S 22/110 Agenda item 2: Apologies.

Cllr C Summers and Cllr D Collett

F&S 22/111 Agenda item 3: Declarations of Interest.

None

F&S 22/112 Agenda item 4: Grant of dispensation if requested following DPI/ ORI/ NRI declaration.

None requested.

F&S 22/113 Agenda item 5: Public Forum

None

F&S 22/114 Agenda Item 6: Approval of draft minutes from previous meeting

RESOLVED to approve the minutes of the committee meeting held 14/03/2023 as a true record of proceedings, circulated separately.

F&S 22/115 Agenda Item 7: To review SPC policies as listed below;

- a) Lone Worker Policy
It was **agreed** to accept the changes and adopt the reviewed made to the Lone Worker Policy.
- b) GDPR Privacy Policy
It was **agreed** to accept the changes and adopt the reviewed GDPR Privacy policy.
- c) Balances and Reserves Policy
It was **agreed** to accept the changes and adopt the reviewed Balances and Reserves Policy.

F&S 22/116 Agenda item 8 For discussion and agreement – Finance.

To discuss and agree tender documents that could not be awarded on the 14th March 2023 due to a process error.

a) Nature Reserve

A tender received for work to be carried out on the nature reserve had not been complied with. It was **agreed** that the Nature Reserve Working Party would re visit their management plan

b) Station Road/Dunstall Allotments (items 8/9)

Committee members **awarded** the contract to contractor 2, Studley Lawns and Gardens.

F&S 22/117 Agenda item 9 – To note the time and date of the next Finance and staffing committee meeting, 25th April 2023.

Meeting Closed 7:50pm

Signed

Date.....

Chairman, Finance & Staffing Committee