



# Ware Town Council

Ware Priory, High Street, Ware, SG12 9AL

[www.waretowncouncil.gov.uk](http://www.waretowncouncil.gov.uk)

01920 460316

## FINANCE AND POLICY COMMITTEE

Monday 29<sup>rd</sup> January 2024 7.30pm

## MINUTES

Cllrs (Chair) Williams, Butcher, James Taylor-Moran & Zsibrita,

Officers present: Terry Philpott Town Clerk, Sean Higgins RFO.

**FP274: To receive and accept Apologies for Absence.**

- Cllr Mowbray

**FP275: To receive any Declarations of Interest and review any requests for Dispensation submitted to the Clerk.**

- None Received.

**FP276: Minutes from the previous meeting:** the minutes of the last Finance and Policy meeting held on 23<sup>rd</sup> October 2023 were approved.

**FP277: Correspondence and Clerks report**

The report was received and noted.

**FP278: Financial Report (SH)**

Finance reports to 31st December 2023

- Bank Reconciliation inc reserve, earmarked funds (inc New Homes Bonus)

- Debtor's report
- Profit and Loss
- Departmental Profit and Loss showing total income and expenditure.

The report was discussed and noted.

**FP279: Ware Town Council Bank Reconciliations 01.10.23 – 31.12.23 (SH)**

**Resolved** : to approve the Bank Reconciliations for the period 01.10.23 – 31.12.23.

**FP280: Freedom of Information Policy (TP)**

**Resolved** : to approve the Policy with no amendments.

**FP281: Complaints Policy (SH)**

**Resolved** : to approve the Policy with no amendments.

**FP282: Business Continuity Plan (SH)**

**Resolved** : to approve the Policy with no amendments.

**FP283 : Flag & Building Lighting Policy (SF)**

**Resolved** : to approve the Policy.

**FP284 : Community Engagement Policy (SF)**

**Resolved** : to approve the Policy with no amendments.

**FP285 : Social Media Policy (SF)**

**Resolved** : to approve the Policy with no amendments.

**FP286: Agenda items for next meeting**