



WILLINGHAM PARISH COUNCIL

**Minutes of the Finance and General Purposes Committee meeting held on Wednesday 25 September 2019
at 7:30 pm In the Parish Council Office, Ploughman Hall, West Fen Road, Willingham**

Present Councillors: P King, D Law (Chair), L King, B Mansfield, R Manning

Officers: M Powell (Clerk)

Public: None

1. Apologies for absence

Apologies were received from Councillor Tassell due to work commitments and Sarah Rutherford (RFO) due to a personal commitment.

2. Declarations of interest

None

2. Public Forum

None

4. Any matters arising from the meeting held on the 23 January 2019 not covered elsewhere on the agenda (*Minutes approved at FPC meeting held on 6th February 2019*).

None

5. To consider Council policies requiring review/implementation

The following policies (attached) were reviewed/created and the committee agreed to recommend these for adoption by the Council at their meeting on the 2nd October 2019

- Principles of Grant Aid – amended
- Cemetery fees – amended
- Cemetery terms and conditions – amended
- Health and Safety policy – new policy
- Unreasonable complainant behaviour – new policy
- Model Finance Regulations - amended

6. To consider future maintenance provision for the Council

It had become apparent that there was an increased need to appoint someone to carryout routine maintenance/odd jobs for the Council. The Clerk agreed to seek input from neighbouring Councils as to how they address these issues.

7. Date of next meeting: 13th November 2019

Meeting closed at 8:30pm: