


MORETON-IN-MARSH TOWN COUNCIL

	<p>FINANCE & GOVERNANCE COMMITTEE MINUTES Date: 25th January 2024 Time: 6:30pm Council Offices, Old Town, Moreton-in-Marsh GL56 0LW T: 01608 651448 E: clerk@moretoninmarshtowncouncil.gov.uk Website: moretoninmarshtowncouncil.gov.uk</p>
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Present: Cllrs M Berry, R Eastoe (chair), E Viviani.

In attendance: S Hart, Clerk

Item	Title
1)	Apologies There were no apologies. Absent Cllr O Jobson
2)	Declarations of Interests and Dispensations a. There were no declarations of interests from councillors on items on the agenda. b. There were no requests for dispensation relating to items on the agenda or made in writing relating to pecuniary interests.
3)	Public Participation There were no members of the public.
4)	Minutes a) The minutes of 28 th November 2023 were AGREED and SIGNED as an accurate record. b) The Minutes of 12 th December 2023 were AGREED and SIGNED as an accurate record.
5)	Review of Policies and other key council documents a) The Emergency Plan was reviewed and the following actions were AGREED : i. Check if Cllr Jobson wanted to remain as a key point of contact. If so update his address details. ii. Add Cllr Eastoe as a key point of contact. iii. Contact the Fire Service College to check if they can still be listed as a Community Resource and if the helicopter pads are still available. iv. Update the defibrillator map. v. Cllr Eastoe to contact defibrillator custodians to check they are all current. vi. Check that trash screen clearance is covered on the outdoor workman's risk assessment and up to date. b) The Risk Register was discussed and it was AGREED that the clerk would draft a revised version for review by the Committee. c) The Code of Conduct was reviewed and it was AGREED to recommend no changes at this point in time.
6)	The date of the next meeting was AGREED as March 12 th .
7)	The meeting closed at 7:34pm.

Signed.....

Date.....