



A Wool Parish Council Policy & Resource Committee meeting was held on **MONDAY 8th November 2021 at 6pm** at **The D'Urberville Centre, Wool.**

Attendees: A Wilson, G Hunt, R Thorn, K Foggon

Minutes

Agenda Item	Person Responsible/Note
42. Public Participation. There were no members of the public in attendance.	Public
43. To receive apologies for absence. Cllr Major.	Clerk
44. To approve the minutes of the previous meeting (Appendix A). It was resolved, the minutes were approved.	Councillors
45. To receive a financial update from the Clerk. The Clerk reported that there is still an outstanding issue with HMRC. No money is owed but HMRC's records need to be updated. 'Dual Authorisation' is now in place and three of the four signatories have been trained to use of their dongle.	Councillors/Clerk
46. To review a recommendation to increase The Clerk's contractual hours from April 2022 (Appendix B). It was resolved, the recommendation will be put before full Parish Council. In addition, it is recognised there may be extra or urgent projects which require specific additional hourly funding for a recognised purpose by agreement of the full council.	Councillors
47. To review the financial forecast for the remainder of the financial year and agree a precept recommendation for full Parish Council (Appendix C). It was resolved, the financial forecast was accepted the precept recommendation was approved subject to the addition of £300 to 7520 Office Stationery and £100 to 8320 Training Costs. The precept recommendation will be put to full Parish Council.	Councillors
48. Policy. (a) To review a new Code of Conduct Policy (Appendix D). It was resolved, the Code of Conduct Policy was reviewed and will be recommended to full Parish Council for approval. (b) To review a new Complaints Procedure (Appendix E). It was resolved, the arrangements for dealing with Code of Conducts complaints against Councillors procedure was reviewed and will be recommended to full Parish Council for approval.	Councillors
49. Correspondence. None.	Clerk