



# MINUTES

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**Committee:** Finance and Policy Committee  
**Date:** Tuesday 20 February 2024  
**Time:** 10.00am  
**Venue:** Parish Council Office

## Present

Cllr Jan Evans (Chair)  
Cllr Catherine Fileman-Wright  
Cllr David Bridger  
Cllr Vivienne Hodges  
Cllr Mike Warner

## Also Present

Samantha Parkin (Clerk)

### 01/2024 APOLOGIES FOR ABSENCE

No apologies for absence were received.

### 02/2024 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

No declarations of interest or requests for dispensations were received.

### 03/2024 MINUTES

It was proposed by Cllr Fileman-Wright, seconded by Cllr Hodges, and **resolved** to **accept** and sign the minutes of the meeting held on 21<sup>st</sup> November 2023 as a correct record.

### 04/2024 STANDING ITEM – CLIMATE AND ECOLOGY EMERGENCY:

The committee noted the Council Declaration to embed the climate and ecology emergency declaration across all Council services, activities, plans and other relevant work, considering the environmental impact of decisions, ensuring a fully integrated approach to mitigating the impact of climate change.

### 05/2024 Q2 BUDGET REPORT

The Clerk had circulated the Q3 budget report prior to the meeting. Cllr Evans informed the committee that that she had discussed the report with the Clerk and was happy. The report was noted.

### 06/2024 DATA PROTECTION POLICY

The draft data protection policy reviewed by the Clerk had been circulated with the agenda.

It was proposed by Cllr Waner, seconded by Cllr Fileman-Wright, and **resolved** to recommend to the full council to approve the draft Data Protection Policy.

**07/2024 ACTION PLAN**

The draft Action Plan reviewed by the Clerk had been circulated with the agenda.

The committee discussed Cllr Fileman-Wright's suggested amendments and it was agreed to amend the following sections: Context, What we achieved in the last year and What do we want to do next.

It was proposed by Cllr Evans, seconded by Cllr Warner, and **resolved** to recommend to the full Council to **approve** the draft Action Plan with the agreed amendments.

The Chairman closed the meeting at 10.16am.

***TO DO ACTIONS:***

- Add all recommendations to the March full Council Agenda