



MINUTES

Committee: Finance and Policy Committee
Date: Tuesday 11 February 2025
Time: 10.00am
Venue: Parish Council Office

Present

Cllr Jan Evans (Chairman)
Cllr David Bridger
Cllr Vivienne Hodges
Cllr Mike Warner

Also Present

Samantha Parkin (Clerk)

01/2025 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Fileman-Wright.

02/2025 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

No declarations of interest or requests for dispensations were received.

03/2025 MINUTES

It was proposed by Cllr Hodges, seconded by Cllr Warner, and **resolved** to **accept** and sign the minutes of the meeting held on 19th November 2024 as a correct record.

04/2025 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.

04/2025 Q3 BUDGET REPORT

The Clerk had circulated the Q3 budget report prior to the meeting and the report was noted. Cllr Evans stated that, after reviewing the report with the Clerk, they were satisfied that all financial matters were being appropriately managed.

05/2025 EQUALITIES POLICY

The clerk had circulated the Equalities policy with the agenda for review.

It was proposed by Cllr Evans, seconded by Cllr Hodges, and **resolved** to recommend to full council to approve the Equalities policy.

06/2025 MODEL PUBLICATION SCHEME

The clerk had circulated the Model Publication scheme with the agenda for review. The Clerk explained that the Model Publication Scheme is issued by the Information Commissioner's Office and cannot be edited. However, she has reviewed the information provided under the scheme and enhanced it for clarity.

It was proposed by Cllr Evans, seconded by Cllr Hodges, and **resolved** to recommend to full council to approve the Model Publication scheme.

07/2025 ALLOTMENT RENT

The Clerk had circulated the Allotment Management Agreement before the meeting, which outlines the rent review process. The Clerk explained that, as per the agreement, the rent is reviewed every three years. The review should consider factors such as inflation, which is projected to be 2.5% for 2025/26.

It was proposed by Cllr Evans, seconded by Cllr Hodges, and **resolved** to recommend to full council to give the Allotment Committee **12 months' notice** of a **2.5% rent increase**, bringing the total annual rent to **£676.50**.

The Chairman closed the meeting at 10.20am.