



# MINUTES

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**Committee:** Finance and Policy Committee  
**Date:** Monday 23 February 2026  
**Time:** 18.35pm  
**Venue:** Parish Council Office

## Present

Cllr Jan Evans (Chairman)  
Cllr Catherine Fileman-Wright  
Cllr Vivienne Hodges

## Also Present

Samantha Parkin (Clerk)

## 01/2026 APOLOGIES FOR ABSENCE

No apologies for absence were received.

## 02/2026 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

No declarations of interest or requests for dispensations were received.

## 03/2026 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 17<sup>th</sup> November 2025 as a correct record.

## 04/2026 STANDING ITEM – CLIMATE AND ECOLOGY EMERGENCY:

The committee noted the Council's commitment to embed the Climate and Ecology Emergency Declaration across all activities, ensuring environmental impacts are considered in a fully integrated approach to climate change mitigation.

## 05/2026 Q3 BUDGET REPORT

The committee noted the Q2 budget report and commended the clear explanations.

## 06/2026 DATA PROTECTION POLICY

The Data Protection policy reviewed by the Clerk had been circulated with the agenda.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Hodges, and **RESOLVED** to recommend to the full council to approve the Data Protection policy.

## 07/2026 PRIVACY NOTICE

The Privacy Notice reviewed by the Clerk had been circulated with the agenda.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Hodges, and **RESOLVED** to recommend to the full council to approve the Privacy Notice.

## 08/2026 ACTION PLAN

The Clerk noted that she had changed the review frequency from bi-annual to annual. Members noted the achievements in 2024–26 and the initial progress review scheduled for May.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Hodges, and **RESOLVED** to recommend to the full council to approve the Action Plan.

### **09/2026 BIODIVERSITY POLICY**

The Biodiversity policy reviewed by the Clerk had been circulated with the agenda. Cllr Fileman-Wright suggested that the Council should distinguish between required actions and ideas that could be developed with partners if time allows, such as working with local groups on projects like habitat corridors. She suggested the policy could set out what the Council will do on its own land, and where it will work with local organisations to promote biodiversity across the parish. She emphasised that environmental work requires community collaboration.

Under the local community section, an additional bullet point should be added to work with local groups to promote biodiversity.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Hodges, and **RESOLVED** to recommend to the full council to approve the Biodiversity policy with amendments.

The Chairman closed the meeting at 18.50pm.