MINUTES

Committee: Finance and Policy Committee
Date: Tuesday 20 October 2026
Time: 19.07pm
Venue: Parish Council Office

Present

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

Also Present

Samantha Parkin (Clerk)

29/2026 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Elliott.

30/2026 DECLARATIONS OF INTERESTS / REQUESTS FOR DISPENSATIONS

No declarations of interest or requests for dispensations were received.

31/2026 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 18th August 2026 as a correct record.

32/2026 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.

33/2026 Q2 BUDGET REPORT

The Q2 Budget Report and a summary had been circulated with the agenda and was noted. Cllr Fileman-Wright advised that expenditure on the commemorative plate had been approved by Full Council and confirmed that she had not exceeded her Chairman's Allowance budget. Members also noted an underspend within the Open Spaces budget, attributable to the recent dry weather conditions.

34/2026 BUDGET AND PRECEPT

A draft budget and report prepared by the Clerk had been circulated with the agenda. The Clerk advised that Teignbridge District Council had not yet provided the Council Tax Base figures, as the Committee was considering the budget earlier than in previous years. The Clerk recommended that the Committee consider the draft budget at this stage and present it to Full Council in December, by which time the tax base figures should have been received.

Members noted that the draft budget showed a significant increase due to the council agreeing in principle to accept the transfer of the public toilets from TDC subject to satisfactory negotiations.

It was proposed by Cllr Fileman-Wright, seconded by Cllr Hodges, and **RESOLVED** to recommend to the full council to agree the draft budget and precept request for 2027/8 attached at appendix 1 to the full council.

35/2026 RESERVES POLICY

The draft Reserves policy had been circulated with the agenda. The Clerk advised that the policy complemented the budget-setting process and should be considered by the full council alongside the draft budget once the Council Tax Base figures had been received.

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

36/2026 DISCIPLINARY POLICY

The draft Disciplinary policy had been circulated with the agenda. The Clerk advised that the Council's existing Disciplinary and Grievance Policy is a combined document and recommended adopting the latest NALC model Disciplinary Policy and NALC model Grievance Policy as separate policies to reflect current legislation and best practice. Cllr Fileman-Wright commented that both model policies were consistent with ACAS good practice.

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

37/2026 GRIEVANCE POLICY

The grievance policy had been circulated with the agenda.

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

38/2026 SENTRY HIRE AGREEMENT

The Sentry Hire Agreement had been circulated with the agenda. The Clerk advised that the agreement had been updated to reflect the Council's decision to no longer accept payments by cheque. As a result, the requirement for hirers to provide a £250 cheque as a security deposit had been removed.

Members reviewed the revised agreement and agreed that it covered all matters that would be expected within a hire agreement.

It was proposed by Cllr Evans, seconded by Cllr Hodges, and **RESOLVED** to recommend to the full council to approve the Sentry Hire Agreement.

The Chairman closed the meeting at 19.24pm.

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