

# SAWSTON PARISH COUNCIL

## MINUTES MEETING OF STAFF MANAGEMENT AND H & S COMMITTEE

*6 December 2011*

**PRESENT:** Chairman: E C Murray Clerk: Mrs J F Keeler

Councillors:

Dr D R Bard

Miss S E Clarke

Mrs S A Hatton

### 1 APOLOGIES FOR ABSENCE

Apologies were received from Councillor M J R Mallows.

### 2 DECLARATION OF INTEREST FOR THIS MEETING

None were declared.

### 3 BUDGET SETTING FOR THE YEAR 2012/2013

It was **PROPOSED** by Councillor Dr D R Bard and **SECONDED** by Councillor Mrs S A Hatton to **RECOMMEND** to Full Council a budget of £117,500.00

**VOTE:** 4 FOR : (UNANIMOUS)

### 4 FREEDOM OF INFORMATION POLICY

The Staff Management and H & S Committee compiled a Freedom of Information Policy.

It was **PROPOSED** by Councillor Dr D R Bard and **SECONDED** by Councillor Miss S E Clarke to **RECOMMEND** to Full Council that the Parish Council adopts this policy.

**Meeting closed at 8.45am**