



SAWSTON PARISH COUNCIL

MINUTES of the FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 01 APRIL 2025

Held at Spicers Pavilion - Meeting commenced at 7.30 pm

PRESENT:

Clerk: Jo Keeler

Councillors

Ian Reeves (Vice Chair)

Kevin Cuffley

David Bard

Paul Allen

Kevin Deeming

Paul Smith

1 APOLOGIES FOR ABSENCE

Kieran Cooper – Personal

Colin Groves – Personal

Brian Milnes – Work Commitments

2 DECLARATIONS OF INTEREST FOR THIS MEETING

None

3 TO CONFIRM AND SIGN THE MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 03 DECEMBER 2024

The minutes of the Finance & General Purposes Committee meeting held on 03 December 2024 were read, confirmed, and signed.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Paul Allen to accept the minutes.

VOTE: 6 FOR : 0 UNANIMOUS

4 MATTERS ARISING – NEW INFORMATION ONLY

None

5 TO REVIEW FREEDOM OF INFORMATION POLICY

The committee reviewed the current Freedom of Information policy.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Paul Allen to **RECOMMEND TO FULL** to accept and adopt the current policy and review in a year.

VOTE: 6 FOR : 0 UNANIMOUS

6 TO REVIEW PUBLICATION SCHEME POLICY

The committee reviewed the current Publication Scheme policy.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor David Bard to **RECOMMEND TO FULL** to accept and adopt the current policy and review in a year.

VOTE: 6 FOR : 0 UNANIMOUS

7 TO REVIEW CODE OF CONDUCT FOR MEMBERS

The committee reviewed the current Code of Conduct policy.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor David Bard to **RECOMMEND TO FULL** to accept and adopt the current policy and review in a year.

VOTE: 6 FOR : 0 UNANIMOUS

8 TO REVIEW EQUAL OPPORTUNITIES POLICY

The committee reviewed the current Equal Opportunities policy.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Paul Allen to **RECOMMEND TO FULL** to accept and adopt the current policy and review in a year.

VOTE: 6 FOR : 0 UNANIMOUS

9 TO REVIEW PENSION DISCRETION POLICY

The committee reviewed the current Pension Discretion policy.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor David Bard to **RECOMMEND TO FULL** to accept and adopt the current policy and review in a year.

VOTE: 6 FOR : 0 UNANIMOUS

10 TO REVIEW INVESTMENT POLICY

The committee discussed the Investment Policy and agreed that as it is increasingly difficult to find bank/building societies that accept Parish Councils. Because of the amount the Parish Council currently has in the main account, the Clerk recommended the Parish Council should increase the maximum for each account to £120k where possible to disperse the funds and review in a year. The money in all accounts is allocated mainly for the new pavilion at Lynton Way.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Paul Allen to **RECOMMEND TO FULL** to accept and adopt the current policy with the above amend and review in a year.

VOTE: 6 FOR : 0 UNANIMOUS

11 TO REVIEW BOOK KEEPING

The Clerk explained she was happy to continue to do the accounts. The Clerk does the monthly accounts and the accountant visits the office three or four times a year to help update/reconcile the accounts.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Paul Allen to continue with the current agreement with the accountant and Clerk.

VOTE: 6 FOR : 0 UNANIMOUS

12 COUNCILLORS ISSUES AND AGENDA ITEMS FOR THE NEXT MEETING

Meeting Closed 8.00 PM