



SAWSTON PARISH COUNCIL

MINUTES of the FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 02 DECEMBER 2025

Held at Parish Council Office - Meeting commenced at 7.30 pm

PRESENT:

Clerk: Jo Keeler

Councillors

Kieran Cooper (Chair)

Ian Reeves (Vice Chair)

David Bard

Colin Groves

Paul Allen

Kevin Deeming

Paul Smith

1 APOLOGIES FOR ABSENCE

Kevin Cuffley - Personal

2 DECLARATIONS OF INTEREST FOR THIS MEETING

None

3 TO CONFIRM AND SIGN THE MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 18 NOVEMBER 2025

The minutes of the Finance & General Purposes Committee meeting held on 18 November 2025 were read, confirmed, and signed.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Paul Allen to accept the minutes.

VOTE: 7 FOR : 0 UNANIMOUS

4 MATTERS ARISING – NEW INFORMATION ONLY

None

5 TO AGREE BUDGET FOR 2026/2027

The committee reviewed the budget for each committee as they now had the tax base information from SCDC so they could calculate the final figures.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Ian Reeves to present these figures to the full council for agreement.

VOTE: 7 FOR : 0 UNANIMOUS

The Parish Council are asked if they wish to have the precept paid in two instalments, the first being paid within 30 days from the start of the financial year and the second instalment by 25th September 2026.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Ian Reeves to **RECOMMEND TO FULL** to accept two instalments.

VOTE: 7 FOR : 0 UNANIMOUS

6

TO DISCUSS IT POLICY

The committee had a copy of the proposed IT Policy based on model SAPPP 2025 which was reviewed.

It was ***proposed*** by Councillor David Bard and ***seconded*** by Councillor Colin Groves ***TO RECOMMEND TO FULL*** to adopt this version of the IT Policy.

VOTE: 7 FOR : 0 UNANIMOUS

Meeting Closed 8.00 PM

DRAFT